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Agenda and Reports
for the meeting of
THE COUNTY COUNCIL
to be held on
11 JULY 2023

Woodhatch Place
Reigate
Surrey

Monday, 3 July 2023

TO THE MEMBERS OF SURREY COUNTY COUNCIL

SUMMONS TO MEETING

You are hereby summoned to attend the meeting of the Council to be held at Woodhatch Place, 11 Cockshot Hill, Reigate, Surrey, RH2 8EF, on Tuesday, 11 July 2023, beginning at 10.00 am, for the purpose of transacting the business specified in the Agenda set out overleaf.

JOANNA KILLIAN
Chief Executive

Note 1: *For those Members wishing to participate, Prayers will be said at 9.50am (officiant to be confirmed). If any Members wish to take time for reflection, meditation, alternative worship or other such practice prior to the start of the meeting, alternative space can be arranged on request by contacting Democratic Services.*

There will be a very short interval between the conclusion of Prayers and the start of the meeting to enable those Members and Officers who do not wish to take part in Prayers to enter the Council Chamber and join the meeting.

Note 2: *This meeting may be filmed for live or subsequent broadcast via the Council's internet site - at the start of the meeting the Chair will confirm if all or part of the meeting is being filmed. The images and sound recording may be used for training purposes within the Council.*

Generally the public seating areas are not filmed. However by entering the meeting room and using the public seating area, you are consenting to being filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes.

If you have any queries regarding this, please contact the representative of Legal and Democratic Services at the meeting.

If you would like a copy of this agenda or the attached papers in another format, e.g. large print or braille, or another language please either call Democratic Services on 020 8541 9122, or write to Democratic Services, Surrey County Council at Woodhatch Place, 11 Cockshot Hill, Reigate, Surrey, RH2 8EF, Minicom 020 8541 9698, fax 020 8541 9009, or email amelia.christopher@surreycc.gov.uk

This meeting will be held in public. If you would like to attend and you have any special requirements, please contact Amelia Christopher on 07929 725663 or via the email address above.

1 APOLOGIES FOR ABSENCE

The Chair to report apologies for absence.

2 MINUTES

(Pages
13 - 52)

To confirm the minutes of the meeting of the Council held on 23 May 2023.

3 DECLARATIONS OF INTEREST

All Members present are required to declare, at this point in the meeting or as soon as possible thereafter

- (i) Any disclosable pecuniary interests and / or
- (ii) Other interests arising under the Code of Conduct in respect of any item(s) of business being considered at this meeting

NOTES:

- Members are reminded that they must not participate in any item where they have a disclosable pecuniary interest
- As well as an interest of the Member, this includes any interest, of which the Member is aware, that relates to the Member's spouse or civil partner (or any person with whom the Member is living as a spouse or civil partner)
- Members with a significant personal interest may participate in the discussion and vote on that matter unless that interest could be reasonably regarded as prejudicial.

4 CHAIR'S ANNOUNCEMENTS

Surrey Civic Network

My Chairmanship of Surrey County Council has certainly got off to a flying start and I have had a very busy couple of months since we last met.

Last month I was delighted to host the Surrey Civic Network here at Woodhatch Place, which was attended by Surrey's Lord-Lieutenant and High Sheriff and the newly elected Mayors & Chairs from our districts, boroughs and towns. It was a very informative and productive meeting, during which the Mayors and Chairs shared their chosen charities and their plans for the forthcoming year. I look forward to supporting them and their quest to improve the lives of Surrey residents.

Armed Forces Week

Last month, 'Armed Forces Week' took place and, as Chair of the Surrey Civilian-Military Partnership Board and of Surrey County Council, I hosted our annual 'Armed Forces Day Flag Raising Ceremony' on 21 June. It was a privilege to welcome Reservists, Veterans, Ex-Service Personnel, representatives from the Royal British Legion, SSAFA and ABF The Soldiers' Charity, for a flag raising and one minute silence in our Memorial Garden at Woodhatch Place. We remembered those extraordinarily brave men and women who have served and continue to serve to defend and

protect our great country.

Windrush Day

22 June saw the 75th anniversary of the arrival of over 1,000 passengers of the Empire Windrush to the UK, who migrated to these shores from the Caribbean between 1948 and 1971 in response to a call for workers to help rebuild Britain after the devastation caused by World War II.

We marked this day to recognise, remember and celebrate the significant contributions and lasting impact these courageous pioneers and their descendants have had on British culture and society.

We had the privilege of hearing from Salem Sabur, a member of the Windrush generation, who shared with us a lived experience perspective and what this means for communities today. It was a fascinating insight and certainly left us with much to think about.

Surrey Events & Activities

There have also been many activities and events taking place in Surrey, which I have had the honour of attending. To name but a few, I attended the opening day of Pirbright Amateur Community Sports Pavilion; Specsavers' Surrey Youth Games; the Surrey Music Hub Conference; St Mary's Ukrainian Saturday School end of year concert; St Peter's Hospital Veterans' Hub for Armed Forces breakfast; Choral Mattins at Guildford Cathedral for the Armed Forces; Surrey Minority Ethnic Forum; Surrey Arts 'Connect to Culture Festival'; and the Chief Scouts Gold Awards.

Chair's Theme

I am delighted to announce my theme for the forthcoming year:
Empowering Diverse Communities.

We live in a beautiful and richly diverse, varied and multinational county, with residents from a range of backgrounds and cultures, as well as those with diverse abilities and needs.

I want to support these communities and shine a light on the fantastic work that they are doing. I want to hear and learn about the diverse communities in your area; please do contact my office if there are organisations that I could help support.

I also want to celebrate the achievements of individuals within these groups and communities – which is where you come in. My office will shortly send out nomination forms for the Chair's annual 'Surrey Volunteers' Reception' for you to nominate individuals or organisations within your areas that support and benefit those from diverse communities. Further details will follow in due course.

5 LEADER'S STATEMENT

The Leader to make a statement.

There will be an opportunity for Members to ask questions and/or make comments.

6 MEMBERS' QUESTION TIME

1. The Leader of the Council or the appropriate Member of the Cabinet or the Chairman of a Committee to answer any questions on any matter relating to the powers and duties of the County Council, or which affects the county.

(Note: Notice of questions in respect of the above item on the agenda must be given in writing, preferably by e-mail, to Democratic Services by 12 noon on Wednesday 5 July 2023).

2. Cabinet Member Briefings on their portfolios.

These will be circulated by email to all Members prior to the County Council meeting, together with the Members' questions and responses.

There will be an opportunity for Members to ask questions.

7 STATEMENTS BY MEMBERS

Any Member may make a statement at the meeting on a local issue of current or future concern.

(Note: Notice of statements must be given in writing, preferably by e-mail, to Democratic Services by 12 noon on Monday 10 July 2023).

8 ORIGINAL MOTIONS

Item 8 (i)

Lance Spencer (Goldsworth East and Horsell Village) to move under standing order 11 as follows:

This Council notes that:

- At the Council meeting on 9 July 2019 an original motion resolved that the Council:
 4. declares a 'Climate Emergency', and commits actions to support businesses and all local authorities in their work to tackle climate change by providing a strong unified voice for councils in lobbying for support to address this emergency, and sharing best practice across all councils.
- At the Council meeting on 21 March 2023 an original motion resolved that the Council noted that:
 - Food production has a high impact on climate and the environment. The International Panel on Climate Change (IPCC) report on climate change and land estimates that 21-27% of total greenhouse gas emissions (GHG) are attributable to the food system ([Special Report on Climate Change and Land, IPCC, 2019](#)). Local, organic and animal friendly food production systems reduce these emissions.

- What we eat has a significant impact on our climate impact in the UK. This is explored by the Centre for Alternative Technology ([Zero Carbon: Rethinking the Future - Centre for Alternative Technology](#))
- What we eat has a strong role to play in our public health, including through Surrey's Health and Wellbeing Strategy.
- At the Council meeting on 21 March 2023 the aforementioned original motion resolved that the Council believed that:
 - Surrey County Council has a significant role to play in leadership in this area - including through our procurement of food, addressing food waste and through our farm ownership.
 - Implementing Surrey's Climate Change Strategy will have a positive impact on our land-use in Surrey.
 - Surrey County Councillors can play an active role in advocating for what is needed in this area.

This Council further notes that:

- The Government's independent Climate Change Committee advises that meat consumption should be reduced by a fifth, and that public bodies should lead the way by promoting plant-based food options. Leading by example on this, and food waste, should be fundamental components of our commitment to cutting carbon emissions.
- Furthermore, in the UK, only 18% of children consume the recommended five portions of fruit and vegetables per day, and most young people's diets lack fibre. Providing appealing plant-based school meals along with education on healthy, climate-positive food choices are excellent ways to address these problems.
- Currently school meals services have plant-based menus available as part of their regular offer.

This Council calls on the Cabinet to:

- I. Ensure that food provided at all council catered events and meetings is predominantly plant-based, preferably using ingredients sourced from local food surplus organisations.
- II. Ensure that school meals service have a totally plant based menu one day per week, ideally Mondays.
- III. Continue to outreach to schools and young people to actively influence and inform on climate change and in particular on food choices and their impact on the environment, health and animal welfare.
- IV. To further encourage and empower students to make informed decisions about the food available in their school.
- V. Inspire, promote and support initiatives surrounding climate change and in particular food growing, preparation and waste avoidance, especially as part of school and community projects.

Item 8 (ii)

Catherine Baart (Earlswood and Reigate South) to move under standing order 11 as follows:

This Council notes that:

- Four years ago, Surrey County Council declared a Climate Emergency. Our already changing climate has a significant impact on biodiversity, alongside degradation from habitat loss, pollution, overexploitation, increases of non-native species and flooding.
- In May 2019, the United Nation's Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services (IPBES) raised the alarm about the urgent ecological emergency the world also faces. The UK's State of Nature 2019 report also highlights the critical decline in biodiversity in the UK - 41% of species studied, including much loved butterflies and hedgehogs, are currently in decline ([State of Nature 2019 - National Biodiversity Network \(nbn.org.uk\)](https://www.nbn.org.uk)).
- In December 2022 the UK was amongst 188 signatories of the Global Biodiversity Framework (GBF) and committed to reversing biodiversity loss and to protect 30% of land and oceans, all by 2030 ([2030 Targets and Guidance Notes \(cbd.int\)](https://www.cbd.int)).
- The UK Environment Act (2021) has led to consultation on new binding targets, including for air quality, water, biodiversity, and waste reduction (March 2022). Planning authorities are required to implement at least 10% biodiversity net gain from November 2023 for developments in the Town and Country Planning Act 1990. The Surrey Nature Partnership planning position statement has recommended adopting a 20% minimum biodiversity net gain target across Surrey.
- The latest State of Surrey Nature Report (Surrey Wildlife Trust, 2017) noted that there are 972 species in decline in Surrey, and 626 that are now extinct in Surrey ([State of Nature in Surrey Web.pdf \(surreywildlifetrust.org\)](https://www.surreywildlifetrust.org)). Surrey Wildlife Trust have a strategic plan to restore Surrey's nature (2018-23, [5 Year Plan 2018 Master_0.pdf \(surreywildlifetrust.org\)](https://www.surreywildlifetrust.org)).
- The Surrey County Council is due to agree to a new duty as responsible authority for production of a Local Nature Recovery Strategy for Surrey in July 2023.

The Council resolves to:

- I. Declare a Biodiversity Emergency, and reflect this in forthcoming strategies, including Surrey's Local Nature Recovery, Food and Land-use Strategies.

Request the Leader and Cabinet to:

- II. Within six months to set out how Surrey County Council will contribute to the UK meeting its 30% by 2030 biodiversity target, both for its own estate and for all of Surrey.
- III. Proactively work with Surrey's boroughs and districts to develop and agree deliverable and robust strategies and plans to increase biodiversity, including restoration of degraded habitats, restricting invasive species, allocating defined areas across Surrey that have high potential for increased biodiversity that should be protected from housing development and reducing pollution.

Item 8 (iii)

Catherine Powell (Farnham North) to move under standing order 11 as follows:

This Council notes that:

- Increasing cycling and walking is a key objective of this Council, this is part of the Surrey's Community Vision for 2030 and Local Transport Plan (LTP4, 2021).
- The Cabinet Member for Highways and Community Resilience has recently committed to align all existing highways policies, procedures etc., with LTP4 and bring this through scrutiny to Cabinet by the end of 2023, including the frequency of highway inspections.

This Council further notes:

- The Council's progress in developing plans to encourage walking and cycling but is aware that more needs to be done.

Therefore, this Council calls upon the Cabinet to:

- I. Review and update the Surrey Highway Hierarchy Definition to align with the sustainable travel hierarchy in LTP4 and to support a higher priority grading on routes for local walking and cycling journeys, particularly to areas of high employment, schools, hospitals, and leisure facilities. This work should be included within the review that the Cabinet Member for Highways and Community Resilience has committed to.
- II. Develop and fund a proactive maintenance approach to vegetation impacting on walking and cycling routes. This approach should prioritise areas of high employment (including town centres), schools, hospitals, and leisure facilities to ensure that these routes are consistently safe, enjoyable, easy, and convenient to use to promote them as an alternative to private vehicle use, whilst continuing to promote biodiversity.
- III. Ensure that the approach to highway inspection is extended from surveying highway defects to inspections of issues that impact on all road users (not just vehicles), for example encroaching vegetation, left-behind signs, debris on pavements and cycleways

and blocked drains.

- IV. Use the knowledge of Members, local organisations and cycling and walking groups to enable the relevant officer team to create local walking and cycling maps for schools, businesses, health, and leisure facilities etc. to use within their own plans and strategies. These maps should proactively encourage sustainable travel across the county using tools such as Surrey Interactive Map.

9 STATUTORY LEAD MEMBER FOR CHILDREN'S SERVICES

Council is asked to note that the Leader has appointed Sinead Mooney as the Statutory Lead Member for Children's Services in accordance with Section 19 of the Children Act 2004.

10 SURREY YOUTH JUSTICE PLAN 2023/24

(Pages
53 - 106)

To approve and sign off the Surrey Youth Justice Plan 2023/24.

11 MEMBER CONDUCT PANEL REPORT

(Pages
107 -
110)

To notify Council of the outcome of a decision made by the Member Conduct Panel following a meeting on 22 May 2023.

12 AMENDMENTS TO THE CONSTITUTION: REPORT OF THE CONSTITUTION REVIEW GROUP

(Pages
111 -
118)

It is the Council's responsibility to approve changes to the Council's Constitution.

This report sets out proposed changes to Part 3, Section 2 (Scheme of Delegation), Part 4 (Standing Orders) and Part 6 (Codes and Protocols).

These changes are brought to Council in accordance with Articles 4.04(b) and 13.01 of the Council's Constitution.

13 REPORT OF THE CABINET

(Pages
119 -
124)

To receive the report of the meetings of the Cabinet held on 30 May 2023 and 27 June 2023.

14 MINUTES OF CABINET MEETINGS

(Pages
125 -
130)

Any matters within the minutes of the Cabinet's meetings, and not otherwise brought to the Council's attention in the Cabinet's report, may be the subject of questions and statements by Members upon notice being given to Democratic Services by 12 noon on Monday 10 July 2023.

(Note: to follow: Minutes, Cabinet - 27 June 2023)

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Anyone is permitted to film, record or take photographs at council meetings. Please liaise with the council officer listed in the agenda prior to the start of the meeting so that those attending the meeting can be made aware of any filming taking place.

Use of mobile devices, including for the purpose of recording or filming a meeting, is subject to no interruptions, distractions or interference being caused to the PA or Induction Loop systems, or any general disturbance to proceedings. The Chair may ask for mobile devices to be switched off in these circumstances.

It is requested that if you are not using your mobile device for any of the activities outlined above, it be switched off or placed in silent mode during the meeting to prevent interruptions and interference with PA and Induction Loop systems.

Thank you for your co-operation

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**MINUTES OF THE ANNUAL MEETING OF THE COUNTY COUNCIL HELD AT
WOODHATCH PLACE, 11 COCKSHOT HILL, REIGATE, SURREY, RH2 8EF,
ON 23 MAY 2023 COMMENCING AT 10.00 AM, THE COUNCIL BEING
CONSTITUTED AS FOLLOWS:**

Saj Hussain (Chair)
Tim Hall (Vice-Chair)

Maureen Attewell	Eber Kington
Ayesha Azad	Rachael Lake
Catherine Baart	Victor Lewanski
Steve Bax	David Lewis (Cobham)
* John Beckett	David Lewis (Camberley West)
Jordan Beech	Scott Lewis
Luke Bennett	* Andy Lynch
Amanda Boote	Andy MacLeod
Harry Boparai	Ernest Mallett MBE
Liz Bowes	* Michaela Martin
Natalie Bramhall	Jan Mason
Helyn Clack	Steven McCormick
Stephen Cooksey	Cameron McIntosh
* Colin Cross	Julia McShane
Clare Curran	Sinead Mooney
Nick Darby	Carla Morson
* Fiona Davidson	Bernie Muir
Paul Deach	Mark Nuti
Kevin Deanus	John O'Reilly
Jonathan Essex	Tim Oliver
Robert Evans OBE	Rebecca Paul
Chris Farr	George Potter
Paul Follows	Catherine Powell
Will Forster	Penny Rivers
* John Furey	* John Robini
Matt Furniss	* Becky Rush
Angela Goodwin	Joanne Sexton
Jeffrey Gray	Lance Spencer
David Harmer	Lesley Steeds
Nick Harrison	Mark Sugden
Edward Hawkins	Richard Tear
Marisa Heath	Ashley Tilling
Trefor Hogg	Chris Townsend
Robert Hughes	Liz Townsend
Jonathan Hulley	Denise Turner-Stewart
Rebecca Jennings-Evans	Hazel Watson
Frank Kelly	Jeremy Webster
Riasat Khan	Buddhi Weerasinghe
Robert King	* Fiona White
	Keith Witham

*absent

24/23 CHAIR [Item 1]

Joanne Sexton, George Potter and Julia McShane joined the meeting at 10.05 am.

Under the motion of Will Forster, seconded by Amanda Boote, it was unanimously:

RESOLVED:

That Saj Hussain be elected Chair of the Council for the Council Year 2023/24.

STATUTORY DECLARATION OF ACCEPTANCE OF OFFICE:

Saj Hussain made the statutory declaration of acceptance of office.

The newly elected Chair expressed his thanks to the Members of the Council for electing him as Chair and gave a short speech.

25/23 ELECTION OF COUNTY COUNCILLOR [Item 2]

The Chief Executive formally reported that Ashley Richard Tilling was duly elected as the new County Councillor for the Walton South and Oatlands division following the by-election held on 4 May 2023.

The Chair welcomed the new Member to Surrey County Council and looked forward to working with him.

26/23 APOLOGIES FOR ABSENCE [Item 3]

Apologies for absence were received from John Beckett, Colin Cross, Fiona Davidson, John Furey, Andy Lynch, Michaela Martin, John Robini, Becky Rush, Fiona White.

27/23 MINUTES [Item 4]

The minutes of the meeting of the County Council held on 21 March 2023 were submitted, confirmed and signed.

28/23 DECLARATIONS OF INTEREST [Item 5]

There were none.

29/23 CHAIR'S ANNOUNCEMENTS [Item 6]

The Chair:

- Welcomed all to the AGM and looked forward to working together.
- Thanked Helyn Clack for laying such solid foundations since the move to Woodhatch Place and hoped to build on her work.
- Noted that he would announce his theme at the next Council meeting.
- Noted that he would be hosting the upcoming Surrey Civic Network, welcoming the new Mayors and Chairs of Surrey's district and borough councils, along with the Lord Lieutenant and Vice Lord Lieutenant.
- Expressed pride in Surrey's volunteers.

- Highlighted that during Armed Forces Week a flag would be raised to honour Surrey's armed forces on 19 June in the Memorial Garden at Woodhatch Place, and he hoped to see Members there.

30/23 VICE-CHAIR [Item 7]

Under the motion of Clare Curran, seconded by Nick Harrison, it was unanimously:

RESOLVED:

That Tim Hall be elected Vice-Chair of the Council for the Council Year 2023/24.

STATUTORY DECLARATION OF ACCEPTANCE OF OFFICE:

Tim Hall made the statutory declaration of acceptance of office.

The newly elected Vice-Chair expressed his thanks to the Members of the Council for electing him as Vice-Chair and gave a short speech.

31/23 MOTION OF THANKS TO RETIRING CHAIR [Item 8]

Buddhi Weerasinghe and Ernest Mallett MBE joined the meeting at 10.22 am.

Under the motion of the newly elected Chair, seconded by Catherine Powell, followed by a speech from Will Forster on behalf of the Group Leaders in support of the motion, and speeches from Jonathan Essex and Robert Evans OBE, it was unanimously:

RESOLVED:

That we, the Chair and Members of the Surrey County Council, record our warm appreciation of the distinguished services given to the County and its inhabitants by Helyn Clack during her tenure of office of Chair of the Council from 25 May 2021 to 23 May 2023.

Helyn Clack made a farewell speech (Appendix A).

32/23 LEADER'S STATEMENT [Item 9]

The Leader of the Council made a detailed statement. A copy of the statement is attached as Appendix B.

Members raised the following topics:

- Congratulated Catherine Powell on her appointment as the new Group Leader for the Residents' Association/Independent Group, and thanked Nick Darby as the former Group Leader for all his hard work over the past four years.
- Noted that as well as being ambitious, the Council should be caring and collaborative making a positive difference for all, using Members' diverse knowledge and experience to be the voice of the most vulnerable and for them to be at the core of decision-making and treated as the highest priority.
- Noted that the potential impacts of decisions must be reviewed before they are made, it was vital to understand who was being left behind and why, listening to those affected and implementing policies and strategies that help them.

- Stressed that the Council must focus on prevention, noting that the loss of preventative services was costly to the Council in terms of negative impacts to residents and money saving, such as the closure of family centres in 2019.
- Noted that many families were significantly impacted by the Education, Health and Care Plans (EHCPs) delays and the recent loss of Special Educational Needs and Disabilities (SEND) respite care services.
- Regarding highways, noted that the proposed measures and changes were appreciated, however the recent lack of consultation and engagement with all councillors Surrey-wide was a missed opportunity to address issues arising from the changes to verges and on-street parking.
- Noted that Members could be most effective by being informed, reports received should be concise, accurate, timely and identify areas of concern as well as positives; problems could only be solved if acknowledged.

Julia McShane left the meeting at 10.57 am.

- Noted that many residents were angry about the state of the county's roads and they wanted action; despite the Leader's focus on the issue, the Medium Term Financial Strategy would cut next year's road budget by nearly £52 million.
- Noted the results of May's local elections, whereby the Liberal Democrats now run four of Surrey's district and borough councils, with one controlled by the Conservative Party. It was also noted that two new Liberal Democrat Members were elected at the most recent county by-elections.
- Welcomed the commitment to improve cross-party collaboration with the district and borough councils, and asked how that would be achieved politically in terms of delivery and lobbying the Government for the funding and policy changes needed to deliver huge long-standing challenges.
- Noting that the Council's waste contract was coming to an end, sought better collaboration on waste and recycling to realise the Council's climate and wider greener future ambitions.
- Asked for the details to be shared publicly of how the Council's resources could be used to better enable a more joined up delivery on areas that are the responsibilities of district and borough councils.
- Noted that the aims of the Surrey-wide Housing Strategy were at odds with the district and borough councils which were pressured to meet the Government's unfair Green Belt housing targets which serve London's housing market need; London needed to collaborate with Surrey's leaders.
- Noted the chance of aligning the opportunities provided by the Ultra Low Emission Zone (ULEZ) with the Surrey Local Transport Plan (LTP4) in terms of more investment in walking, cycling and public transport, conversely ULEZ negatively impacted Surrey through the scrappage scheme and failure to improve bus and train travel between Surrey and London.
- Asked what engagement the Leader has had with the Government to secure support and funding to areas around ULEZ in ways that would help Surrey achieve its own climate ambition and LTP4.
- Thanked the Leader for his recent visit to Stanwell and Stanwell Moor, however noted many residents in the county felt left behind concerning ULEZ, the lack of public transport and blight of anti-social behaviour - asked the Leader to prioritise this - exacerbated by the lack of response from the police; noted the refusal by the Police and Crime Commissioner for Surrey to engage.
- Welcomed the overdue resurfacing of Town Lane that links Ashford to Stanwell, however other roads were in an appalling state and the Council needed to continue to prioritise roads, potholes and high quality repairs.

- Welcomed the Leader's positive contributions towards the investment in Surrey's roads, particularly roads in north west Surrey.
- Referred to a Liberal Democrat local election leaflet, claiming that it contained misinformation about the Council's cuts to future highway spending and that Individual Member Highways Allocations of £100,000 would be 'completely abolished' from 2024/25; sought an apology from the Liberal Democrat Group's Leader.
- Requested that the Leader's commitment in examining every intervention available to address the problems regarding potholes, could be applied to the Council's performance in improving the woeful EHCP statistics.
- Sought clarity on whether the Individual Member Highways Allocations would continue at £100,000 for future years or would be reverting to £50,000 or £0.
- Sought information on the highways Task and Finish Groups so Members could provide input around any specific concerns.
- Noted that pavement parking was banned in London but not in the surrounding counties; it would be helpful if the administration could find out when the Government would publish the results of its 2019 consultation on pavement parking and what actions it might take.
- Highlighted the qualities of the new leader of the Residents' Association/Independent Group, noting that she had recently had her hair cut and recycled for charity, had a broad knowledge, a forensic attitude to getting to the crux of issues and an ability in debate to articulate complex issues simply.
- Noted that the introduction of the verge parking regime was a disaster in Epsom and Ewell, many residents had complaints; hoped the review referenced by the Leader would be taken seriously, ensuring up to date information on the website and reviewing residents' concerns and ensuring that future cuts would happen before the grass covers up street nameplates.
- Welcomed the Leader's focus on addressing the condition of Surrey's roads and asked the Leader to redouble his efforts to obtain more capital funding from the Government in recognition of Surrey's roads only being second to London's roads in terms of the volume of traffic.
- Asked whether the Leader or the Cabinet Member for Highways and Community Resilience had information on water penetration resistant tarmac types which would reduce the problem of potholes.
- Noted that back in 2017 the Individual Member Highways Allocations was around £20,000, thanks to the Leader and his administration that amount increased to £50,000 and then doubled to the current £100,000; that allocation was not under threat and the Cabinet Member for Highways and Community Resilience had given assurance to Members that due to inflation their projects would still be funded if they exceeded £100,000.
- Welcomed that the 2024/25 highways budget was not being abolished and noted that it would be clearer if announcements were not made at Council meetings and the administration's messages were consistent.
- Referred to a Conservative Party leaflet circulated in Guildford falsely claiming that the Liberal Democrats on Guildford Borough Council were planning to introduce a congestion charge; asked the Leader to confirm that the Council would not be introducing a congestion charge in Guildford.
- Noted concern in a Surrey Liberal Democrats online article which used the Council's headquarters as a background to spread untruths and misleading comments about the administration cutting services to vulnerable residents.
- Regarding the volume of traffic carried on Surrey's roads, noted that a few years ago had launched a six-month petition on fairer funding for Surrey's roads however that fell short of the signatures needed with the lowest amount in Epsom and Ewell, and Guildford; stressed the need to work together.

- Had a road resurfaced recently in their division, however the residents were in uproar as they were given two days' notice of the road being closed.
- Referred to a recent email on the continuing lack of provision for children with additional needs and disabilities/SEND at a local school from the leaving Chairman of Governors, noting the non-existent support and funding by the Council for those children. An assistant teacher had been funded however they do not have the appropriate skills for the scenario; reiterated that the £750,000 spent on Community Liaison Officers would be better spent on children with additional needs and disabilities/SEND.
- Welcomed the Leader's comments on the extra funds that were being spent on both road and pavement resurfacing.
- Asked the Leader and the Cabinet Member for Highways and Community Resilience to talk to the highways Works Communications Team to ensure that information circulated to residents is accurate and work is completed on time, avoiding constant changes and delays.
- Stressed that the most recent elections concerned the district and borough councils, not the County Council, and noted dismay in past campaigning leaflets reporting misinformation about the County Council.
- Praised the Individual Member Highways Allocations of £100,000 and urged Members to make use of that allocation to help their areas of highest need.
- Noted that residents' anger was reflected in the loss of over 1,000 Conservative Party seats nationally at the local elections, urged for action to happen prior to the 2025 County Council elections.
- Emphasised that the delivery of the Council's services was a constantly evolving process, allocating resources to need and balancing important agendas. For example, due to the climate emergency being declared the Council's highways policies adapted to support Surrey's ecosystems, to provide clean air for communities, manage risk on Surrey's roads and undertake appropriate tree maintenance; highways resourcing was being reviewed to address the impact of seasonal and extreme weather conditions.
- Noted that shaping the Council's services relied on constructive contributions to the four select committees, informed by observations from all Members.
- Noted that the Council meetings should be an opportunity to reflect on the hard work of the Council's staff and Members, not a platform to undermine trust.
- Asked the Leader to repeat that there is greater value in all working together collectively to get on and deliver for residents, rather than just criticising.

33/23 MEMBERS' QUESTION TIME [Item 10]

Questions:

Notice of twenty-one questions had been received. The questions and replies were published in the supplementary agenda on 22 May 2023.

A number of supplementary questions were asked and a summary of the main points is set out below:

(Q1) Ernest Mallett MBE had no supplementary question.

Steve Bax welcomed the question and response which would be appreciated by residents. He noted that he had attended meetings regarding Mole Bridge since 2015 and that it needed replacing as soon as possible. He asked whether the administration could commit to delivering the new bridge by 2025 and to commit that the public would be involved in consultation as much as possible.

The Cabinet Member for Highways and Community Resilience responded that there were issues regarding the utilities companies, the design and reaching a legal agreement with Elmbridge Borough Council. He committed that the Council would work continuously to resolve the issue as quickly as possible.

(Q2) Catherine Powell welcomed the Leader's acknowledgement that prevention must be central, but she noted that the services lost by the funding gap created by the decisions made would not be filled by the additional grant. She sought confirmation from the Cabinet Member as to whether the gap would continue and whether she would not consider releasing reserves to fill the gap. She asked the Cabinet Member to confirm that she would identify the number of families that were affected by the loss of those services and the number of children that were on the waiting list, to ascertain the number of children who would be left behind.

The Cabinet Member for Children and Families noted that regarding whether she would reconsider the funding for the critical support, as stated in the response the budget would be reviewed for short breaks services for 2024/25. In the current year the Council had managed to bridge the gap and it was reviewing what it could do for forthcoming years. She would provide a written response regarding the details around children on the waiting list.

(Q4) Joanne Sexton asked whether the Cabinet Member would agree that the unilateral decision taken by the Cabinet without any consultation with the district and borough councils was a huge mistake, and many residents did not feel heard. She asked the Cabinet Member to contact all the district and borough councils to understand what feedback they had received and to address their issues as soon as possible. She asked the Cabinet Member to send out a clear communication to all residents and councillors county-wide covering frequently asked questions (FAQs), setting out items including the frequency of visits from NSL, new parking enforcement Service Level Agreements (SLAs), Key Performance Indicators, working hours and communication channels.

The Cabinet Member for Highways and Community Resilience disagreed that the decision taken was a mistake. He noted that there was a large volume of communications with the district and borough councils via correspondence and newsletters. Regarding the FAQs and SLAs he noted that performance information would hopefully be available in June via the highways Task and Finish Groups.

Julia McShane rejoined the meeting at 11.49 am.

(Q6) Catherine Baart asked how the Cabinet Member planned to demonstrate to Members and the public that the new verge management regime was achieving the significant opportunity for increasing biodiversity as quoted on the Council's website.

The Cabinet Member for Highways and Community Resilience would provide a written response.

(Q7) Robert Evans OBE referred to the section in the response around mitigation for residents and businesses in Surrey, however asked whether the Cabinet Member was aware that in every other city in England where a ULEZ type scheme had been introduced, the Government had funded more generous and sophisticated scrappage schemes for surrounding areas; regarding London that would include Surrey.

George Potter asked whether the Cabinet Member could explain why the administration continued to be angry about the lack of consultation over ULEZ when it did not practise what it preached regarding consultation with residents or the district and borough councils.

The Cabinet Member for Transport, Infrastructure and Growth in responding to Robert Evans OBE noted that it had been clear in all the Council's responses to the Mayor of London's Office and Transport for London (TfL), that they needed to consider the impact on residents outside of London. That was one of the reasons that the Council was taking legal action against the ULEZ expansion. He noted that he was aware that in large ULEZ schemes the Government had been engaged by the areas wanting to implement them for a wider scrappage scheme, that had not been done in all cases across cities in the UK. He urged the Member to work with his colleagues in London, for them to halt the current scheme until sufficient mitigation would be provided to Surrey residents and the other surrounding counties.

(Q8) Steve Bax had no supplementary question.

Ernest Mallett MBE asked whether the Cabinet Member was aware that there were two other equally isolated walking routes to Heathside Walton-on-Thames School, concerning Hurst Road and the towpath. He noted that parents were concerned and asked whether the Cabinet Member would take safeguarding issues into serious consideration regarding providing a bus service for the Molesey children. He asked whether the Cabinet Member was aware that the reason given for the refusal of providing a pickup and drop off area for the school was that Waterside Drive was wide enough for parent parking - however it was yellow lined - and that the nearby Elmbridge sports centre car park could be used - it was busy.

The Cabinet Member for Transport, Infrastructure and Growth noted that the question covered multiple portfolios and so he would arrange a site visit with the relevant officers to discuss the matter. He noted that the Council took safeguarding and children's safety seriously and he was constantly looking to expand bus provision and routes, which was why the Council was introducing the half price fare for those aged under twenty-one years old.

(Q9) Jonathan Essex asked the Cabinet Member to consider that the Council calls for a meeting to discuss ULEZ to be attended by representatives of both the Mayor of London's Office and the Government at the same time so each cannot blame the other for not working with the Council to make it happen. He asked for non-attendance by either party to be highlighted to the public.

The Cabinet Member for Transport, Infrastructure and Growth noted that the Council had asked for a meeting with the Mayor of London's Office and reiterated that the Council was in legal proceedings against ULEZ expansion. He was happy to extend that invitation also to either the Minister for London and Parliamentary Under Secretary of State or a representative of the Department for Transport.

(Q10) Ernest Mallett MBE had no supplementary question.

Steven McCormick asked the Cabinet Member if Members could see the AI strategic road map in development reflected in the Council's Data Strategy framework.

The Cabinet Member for Finance and Resources explained that the road map was in development and it was anticipated that it would take the rest of the municipal year to complete, once completed it would be shared with Members.

(Q11) Catherine Powell noted that there was no mention of the consultations in the letter sent to current permit holders and councillors in those areas were not advised. She asked the Cabinet Member to advise how people were informed about the consultations and could he confirm that the responses from the consultations would be taken into consideration through the highways Task and Finish Groups.

The Cabinet Member for Highways and Community Resilience noted that there was a list available of the consultation undertaken and he was happy to have a conversation with the Member to provide the information requested.

(Q13) Catherine Baart asked whether the Cabinet Member could confirm that the end target when processes have been improved and fully staffed would be for 100% of EHCPs to be turned around within the legal time limits.

The Cabinet Member for Education and Learning noted that the Council did not have to publish such targets, however she noted that in the past the Council had hoped to get to around 60% by spring, that had not yet been achieved despite the hard work. She agreed that the Council's goal was for all assessments to be completed within the statutory timescale and for all children to have their reviews completed on time.

(Q14) Robert Evans OBE asked whether the Cabinet Member would agree that there was a dichotomy in that Surrey was saying to London that it does not like the ULEZ scheme, but it wants to be part of the Travelcard scheme. He reiterated the Member's ask in Q9 of the need for the Council to set up a joint meeting to discuss issues; ultimately funding would be from the Department for Transport, not TfL or the Council.

The Cabinet Member for Transport, Infrastructure and Growth noted that the Council had not been notified of the consultation and he noted disappointment in response to TfL. He noted that he was happy to arrange a meeting with the Minister of London to discuss the issues raised. He noted that London was putting walls up between itself and its surrounding authorities, indicating that cross-border public transport was not wanted unless Surrey and the other counties were willing to pay more or drive their car, which was counterproductive in terms of improving air quality. He noted that the matter required support from partners, that was not currently the case hence the Council was taking legal action.

(Q15) Jonathan Essex noted residents' feedback around P3 potholes which were not deep enough to be repaired in a week unlike P2 potholes so were highlighted by a red ring and were not repaired in many weeks. He asked whether there was a better way to review the whole system for example through the highways Task and Finish Groups ensuring cross-party scrutiny, rather than just using the standard national matrix; recognising that there might be some dangerous potholes that need to be better prioritised to be repaired more quickly ensuring a less dangerous road for all users, especially in light of worsening weather in the years ahead.

The Cabinet Member for Highways and Community Resilience referred to the response which outlined the different priorities and how they were addressed. He highlighted that there were 15,000 P2 reports, that involved a large amount of work in terms of reviewing each one. He noted that the Task and Finish Group would look at the matter and findings would go to the select committee for potential policy changes to be identified, that process would continue over the next four to six weeks.

(Q16) Catherine Powell noted that the Deputy Leader and Cabinet Member might not be aware that Defra had taken two dead birds away from Tice's Meadow Nature

Reserve and bird flu had been confirmed. She noted that the group of volunteers who run Tice's Meadow contacted the Council's Countryside team on 10 May regarding what to do about bird flu, they had yet to receive a response. They sent a follow up email today copying in senior members of the organisation and she requested that the Deputy Leader and Cabinet Member work with those officers to provide a response, and that she reviews why the query had taken so long to respond to.

The Deputy Leader and Cabinet Member for Communities and Community Safety confirmed that those birds were removed for testing and one had been confirmed as positive for bird flu. Buckinghamshire and Surrey Trading Standards was working closely with the Animal and Plant Health Agency, and Defra; that communication would take place to the Member's residents.

(Q17) Steven McCormick referring to the response in that the Council's online reporting tool had been developed over the past ten years, asked the Cabinet Member whether it would make sense to use other apps that would help residents report potholes and other issues. That would improve the Council's move towards greater digital inclusion and would help Members' with the service provided to residents. He asked for the Cabinet Member to consider revisiting the improved integration with FixMyStreet and similar apps on the iOS and Android platforms.

Jonathan Essex asked whether it was possible to look at the number of requests that were being received via the different routes in order to review the level of demand for these routes.

The Cabinet Member for Highways and Community Resilience highlighted the response which stated that there were limitations to FixMyStreet. He was happy to review whether technical advancements allowed it to be revisited and improved, however there were restrictions and it did not quite do what was wanted.

(Q19) Robert Evans OBE asked whether the Cabinet Member was aware that any extension of Zone 6 to parts of Surrey was not dependent on TfL, in fact TfL and South Western Railways supported that enlargement, an obstacle to that was the Department for Transport. He asked for the Secretary of State for Transport to be included in the meeting to be arranged to see if the Department for Transport could underwrite the extension.

The Cabinet Member for Transport, Infrastructure and Growth noted that he was aware that the extension into Zone 6 by parts of Surrey was dependent on the Department for Transport's engagement and funding, along with another Member and residents he had sought engagement with them on the matter. He was happy to engage with the Department for Transport to see whether that could be extended.

(Q20) Jonathan Essex noted the need to ensure that the highways Task and Finish Groups involve Members in setting the terms of reference rather than just reviewing the outputs. He asked for there to be some comparison of the performance of the parking contract over its first couple of months of operation, rather than only comparing performance after twelve months of operation. He noted that some feedback had been positive and it would be important to measure the improvement, as well as to understand where it was not working well.

The Cabinet Member for Highways and Community Resilience explained that one of the issues was that the daily, weekly and monthly staffing level for example in the district and borough councils, had not been provided to the Council on all areas, nor had enforcement data for 2022/23. He was happy to undertake comparisons once the

data has been provided. He estimated that there were approximately 40 Civil Enforcement Officers (CEOs) across Surrey, that figure did not include vacancies. There were three base managers, supervisors and an analyst. Looking at performance for the first month there were 3,423 Penalty Charge Notices issued.

David Harmer, Robert Evans OBE and Robert King left the meeting at 12.14 pm.

(Q21) Steven McCormick had no supplementary question.

Bernie Muir noted that she had been involved in the Chalk Pit issue for many years; the noise and dust from the site affected 1,000 people and at least 400 children went to school nearby. She asked the Cabinet Member to revisit the site to see the current situation as the focus seemed to be on the trommel machine having been silenced, however she noted that there were ongoing problems connected with the movement of the vehicles and skips. She asked for the Cabinet Member to ensure that alongside the Council, the other agencies - Environment Agency and Epsom and Ewell Borough Council - provide a detailed commitment of actions and how quickly they would act, explaining to residents what they could expect.

The Cabinet Member for Transport, Infrastructure and Growth thanked Bernie Muir for organising that meeting with residents where he and the Leader obtained their feedback on the matter. He was happy to visit the site with local Members and Rt Hon Chris Grayling MP. He noted that following a visit from the Council's enforcement team and the Environment Agency stopped mechanical picking and the trommel; he was happy to arrange another enforcement visit. He urged for the Community Liaison Group to be stood up so that issues could be fully resolved.

34/23 STATEMENTS BY MEMBERS [Item 11]

Catherine Powell (Farnham North) made a statement on a large spillage of cooking oil which occurred on 17 May on the A3016, Upper Hale Road. The emergency crew closed the road and tried several times to clean it without success, one lane was later reopened that evening followed by emergency works undertaken on Friday to resurface the road, it was fully reopened on Saturday. She thanked the Contact Centre and the Director - Highways and Transport for keeping her up to date with the situation and thanked the Highways team and their contractors for their prompt action. Local residents praised the handling of the situation and she was working with them and the property claims team on the recovery of costs.

Amanda Boote (The Byfleets) made a statement on the fire at the Access Self Storage building on Oyster Lane, Byfleet on 18 May. The first crew from Woking arrived within ten minutes, ten fire engines and an aerial appliance were sent to the scene from Surrey Fire and Rescue Service (SFRS), supported by appliances from Royal Berkshire FRS, and West Sussex FRS. Fire fighting continued throughout Friday and the last embers were extinguished yesterday. She thanked SFRS and all the emergency services involved for all their hard work and compassion; she praised the generosity of residents in providing sustenance. She empathised with all those who lost treasured possessions, noting that she too lost family heirlooms.

35/23 APPROVAL OF COUNTY COUNCILLOR ABSENCE [Item 12]

The Leader introduced the report noting that John Furey had undergone an operation and was now in rehabilitation with limited mobility. The Leader hoped that he would make a full recovery soon.

RESOLVED:

That John Furey may continue to be absent from meetings until October 2023 by reason of ill health. The Council looks forward to welcoming him back in due course.

36/23 ANNUAL REVIEW OF POLITICAL PROPORTIONALITY [Item 13]

The Leader introduced the report noting that Group Leaders had reviewed the calculations and were in agreement regarding the allocation of seats.

RESOLVED:

That Council adopted the scheme of proportionality as set out in Annex 1 to this report for the Council year 2023/24 (Appendix C).

37/23 APPOINTMENT OF COMMITTEES [Item 14]

Penny Rivers, George Potter and Paul Follows left the meeting at 12.25 pm.

Before referring to the nominations in the supplementary agenda, the Chair noted a correction in recommendation 3 concerning the appointment to the Surrey Police and Crime Panel, the correct year was 2023/24. He noted a correction to the Green Party Group's nominations: Jonathan Essex was nominated to the Children, Families, Lifelong Learning and Culture Select Committee, Catherine Baart was nominated to the Communities, Environment and Highways Select Committee.

RESOLVED:

That the Council agreed: (Appendix D)

1. To appoint Members to serve on the Committees of the Council for the Council year 2023/24 in accordance with the wishes of political groups.
2. To authorise the Chief Executive to make changes to the membership of any of the Council's Committees as necessary during the Council year in accordance with the wishes of political groups.
3. To appoint the Council's representative to the Surrey Police and Crime Panel for the Council year 2023/24.
4. To appoint four Members (one of whom must be a Cabinet Member and the others County Councillors representing divisions that include the Basingstoke Canal) to the Basingstoke Canal Joint Management Committee.
5. To appoint up to two Members to the Buckinghamshire County Council and Surrey County Council Joint Trading Standards Service Committee, one of whom must be a Cabinet Member; the other in an advisory non-voting role.
6. To note the Leader's appointments to the Council's Executive Committees as outlined above.

38/23 ELECTION OF COMMITTEE CHAIRMEN AND VICE-CHAIRMEN [Item 15]

The Chair referred to the nominations in the supplementary agenda. He had been notified that Chris Townsend had been nominated as the second Select Committee Task Group Lead position on the Children, Families, Lifelong Learning and Culture Select Committee.

The Chair explained that as the second Select Committee Task Group Lead position on the Resources and Performance Select Committee was contested between Lesley Steeds and Hazel Watson, a vote needed to be taken to confirm the appointment under

Standing Order 6.11. A clear majority of Members voted in favour of Lesley Steeds' appointment.

RESOLVED:

1. That the Members listed (Appendix E) are duly elected as Chairmen and Vice-Chairmen respectively of the Select Committees and Regulatory Committees as shown for 2023/24.

39/23 SCRUTINY ANNUAL REPORT 2022/23 [Item 16]

The Chair of the Select Committee Chairs & Vice-Chairs' Group introduced the report and highlighted the four select committees' outputs for 2022/23. He noted that the report showed that scrutiny had improved. He thanked select committee members especially the Chairmen and Task Group Leads, Democratic Services officers, report authors, witnesses, and the Leader and the administration for answering questions at the meetings. He noted that new select committee members would need training and detailed forward planning sessions. He stressed that public awareness and involvement in select committees needed to be improved, as well as using remote technology more and using varied scrutiny styles.

John O'Reilly praised the non-partisan work of the select committees and the work of the Chair of the Select Committee Chairs & Vice-Chairs' Group. The select committees had improved greatly since 2019 with an increased number of substantive reports; the Council had improved as a result and an extra step was needed for the Council to be ranked as a top scrutiny authority. He noted the need to use Task and Finish Groups more - deep diving into topics - and to bring in external witnesses more to give evidence, ensuring that reports are more informed.

The Leader echoed the thanks noted above and welcomed the new Chair of the Select Committee Chairs & Vice-Chairs' Group. He recognised that there was more work to do and he hoped that he had delivered on his commitment that the Council would not change its policies without scrutiny by the select committees' first. He noted the importance of the select committees' early engagement, undertaking deep dives into issues such as the new Task and Finish Groups on highways issues.

RESOLVED:

That Members noted the work done by the Select Committees and supported the next areas of improvement identified by the report.

40/23 APPOINTMENT OF AN INDEPENDENT REMUNERATION PANEL [Item 17]

The Leader introduced the report noting that the three recommended appointments were well-suited to the Panel based on their experience.

RESOLVED:

That the County Council ratified the appointments of the Independent Remuneration Panel for a three year term.

41/23 AMENDMENTS TO THE CONSTITUTION [Item 18]

The Leader introduced the report noting that the reason for having the Consumer Price Index (CPI) linked increase to the Members' Allowances Scheme was to avoid the

need for a debate annually. The capped increase of 3% was appropriate as opposed to the unanticipated 8.8% increase due to inflation and noting the average pay increase for staff of 5%. He explained that the CPI increase would need to be reviewed by July 2024, to be looked at by the Independent Remuneration Panel.

RESOLVED:

That Council approved the updated Members' Allowances Schedule (Annex A).

42/23 REPORT OF THE CABINET [Item 19]

The Leader presented the report of the Cabinet meetings held on 28 March 2023 and 25 April 2023.

Recommendations on Policy Framework Documents:

There were no reports with recommendations for Council.

Reports for Information/Discussion:

28 March 2023:

- A. A Housing, Accommodation and Homes Strategy for Surrey
- B. Re-Modelling the Strategic Short Breaks Offer for Adults with Learning Disabilities and/or Autism
- C. Future Bus Network Review and Local Bus Service Investment

25 April 2023:

- D. Transformation of Accommodation with Care and Support for Working Age Adults: Delivery Strategy for Modernising and Transforming Accommodation with Support for People with Mental Health Needs
- E. Reigate Fire Station - Redevelopment Scheme
- F. Godstone Depot – Redevelopment

- G. Quarterly Report on Decisions Taken Under Special Urgency Arrangements: 4 February 2023 - 12 May 2023

RESOLVED:

- 1. Noted that there had been no urgent decisions in the last three months.
- 2. Adopted the report of the meetings of the Cabinet held on 28 March 2023 and 25 April 2023.

43/23 MINUTES OF CABINET MEETINGS [Item 20]

No notification had been received by the deadline from Members wishing to raise a question or make a statement on any matters in the minutes.

[Meeting ended at: 12.42 pm]

Chair

Helyn Clack's Farewell Speech to Council

Chair, congratulations on your appointment and to the Vice chair also.

I have had a wonderful time with many experiences but today I would like to give my thanks to those who have supported me throughout my term as Chair and made it happen.

My Husband Bryan and my family for being patient and supporting me in my role.

Chairs Office

Caroline Wickson

Jamie-Lee North

Rachel Basham

Melissa Woodhams

My office, these women, have made my ambitions possible, they have said yes more than they have said no and we have had fun along the way. Thank you for organising the best of events here at New County Hall, for making things happen, for keeping the protocols and for being my friends throughout the last years. I know you will look after Saj and Tim and be there champions and advocates going forward.

Democratic Services

Paul Evans

Vicky Hibbert

Sarah Quinn

Amelia Christopher

Elliot Sinclair

Thank you, Democratic Services, for all your support both here in the chamber and in the wider council community. Council meetings are a breeze if have these guys at your back!

Military

Peter Bruinvels

Sarah Goodwood

Andrea Newman (CLT)

Jenny Noakes

The Military Covenant has probably been about 40% of the role as Chair. I recognise now how important it is that in our County we support those who serve in our armed forces and make sacrifices not asked of us. Our role to support them and their families, in our schools, health services, housing and to spread the word that the veterans are great employees as we have witnessed here in this council, they are disciplined, present well and show up on time for the job! Sarah and Peter, you took on the covenant and have made this County of Surrey the best in the country for the covenant work and I have been so proud to have been your Chair.

Voluntary Sector

Saba Hussain, The Lord Lieutenant, the High Sheriff, people like Neelam Devesher and the many Chairs and CEO's and their teams of the 1000's of charities around the county.

My first year my theme was Covid Recovery, as soon as the restrictions were lifted, I visited organisations, charities and trusts who help our council deliver our strategic aims and ambitions. Looking after children and adults whose needs mean they need our support. This last year was all about the Royal Family, the Jubilee, the funeral and just now the Coronation. This gave us many opportunities to thank and encourage these wonderful people.

Youth Mayor

Emma Storer

Jacob Wrenn and the Young Mayors

Thank you members for being generous with your allowances and encouraging this new role in the County to grow under the careful guidance of Emma and Jacob.

CLT

Joanna Killian

Michael Coughlin

Andrea Newman

Facilities

Bernice Watson

Jo and all the people in facilities and reception.

After the dark days of the pandemic the move to this wonderful building and grounds has been a light to many, this is a beautiful place to work and meet. Inspiration is found in its gardens and architecture, opening it up as the first building of Surrey, a public headquarters for a county council and residents to use. I thank the Leader and Joanna for bringing us here, and I know that the future here is bright.

My occasional driver – Assim and his cousins from Parkers – sometimes during the dark winter nights travelling 50 or more miles across county to visit some of the people I have mentioned above, having the security of a driver has made me able to do a better job, to feel safe and sure that I will get where I have to go and then home again. My drivers have taken every care over me and I thank them.

Tim Hall, new Vice Chair, the best job, lots of fun without too much responsibility yet! You will have plenty of time to still look after your constituents!

Saj Hussain – my Vice Chair – You are going to love this job! – be kind, listen and support, be fair and be strong. The next two years will fly by so make the very best of the office to the benefit of others. I know your constituents already love you, they will cope I am sure and you will be there for them. But you will also be there for all of us and the wider community of the county. Don't wear yourself out but do make a difference.

Leader's Statement – Annual County Council, 23 May 2023

Chair, Members, I'd like to welcome you to the Council's Annual General Meeting, an opportunity to reflect and refresh, following some key milestones and usher in the new financial and democratic year ahead.

Firstly, it would only be right for me to add a personal note of gratitude and appreciation to Helyn Clack.

Your term as Chair of this council has certainly been like no other – the death of the Queen, proclamations, the Coronation, steering the council through new environments and ways of working, grappling with new technology(!) – you've seen a lot in such a short time but your handling and execution of all your duties, throughout every challenge, has been exemplary.

Thank you, Helyn. You have a special place in the history of this council, you'll be missed as Chair but your efforts will always be appreciated.

And welcome Mr Chair, I hope that your time as Chair is a little more stable, but I'm sure that you will rise to every challenge as your predecessor has done.

I look forward to working with you, and good luck in keeping us all in check.

I'd also like to recognise the contribution of Nick Darby as he stands down as Leader of the Residents Associations and Independent Group, and as Leader of the opposition, here at Surrey.

As he himself said, we may not always agree on matters of policy and delivery, but I do recognise that we carry out our roles with a genuine desire to make Surrey a better place and to deliver for our residents and communities.

You have carried out that important role as opposition Leader with respect and constructive endeavour, and that is very much appreciated.

Catherine Powell – I know you will pick up the baton from Nick with equal determination and directness, and I look forward to working constructively together to ultimately benefit the lives of our residents, as we have done these past 2 years in Farnham.

I should also say a very well done to all those twin hatters here who retained their District or Borough seat in the recent elections, and also a mention to all those political campaigners from all parties who truly care about local democracy, giving people a say, and articulating the importance of councils and the work of Councillors across the board.

I look forward to working more closely with the administrations across Surrey's Districts and Boroughs, for the benefit of our residents – we are undoubtedly stronger when we work together.

Alongside the elections, was another great tradition and ceremony that ushered in change – the Coronation of King Charles the third.

Whatever one's thoughts on the monarchy, it was a spectacular event, and inspired millions of people to come together, celebrate their local community – their street, their

town, local Guides and Scouts groups, faith communities, all the things that make this such a great country.

Surrey again proved its community spirit, with bunting and street parties seen across the county, and that togetherness is something we should be very proud of.

Mr Chair, as the sun begins to shine a little more consistently, it's clear we're coming into the summer months, and putting behind us what has felt like a long, tough winter, which has left us with a legacy of issues.

The lasting and ongoing high rates of inflation continues to have an impact on the cost of living, and for many people across Surrey that is really taking its toll.

More people are in danger of being left behind – and warmer weather is not going to solve that problem.

The collective power of local government, other public bodies, the voluntary sector, and strong communities across Surrey has had a hugely positive impact in recent months.

Offering advice, companionship, warmth, financial support, and practical help that has benefited the lives of very many people in Surrey.

I want to reassure you, Members, and all those people who rely on us, that we will stay mobilised, continue that work and continue to be there for those who need us most.

But rising costs is not limited to household budgets – inflation has had a huge impact on our own budget and is ultimately making everything we do more expensive.

While our transformation work over the last few years has made us more resilient to these pressures, on a practical delivery level we have to be clear - in many areas like construction and maintenance it means our budget does not go as far.

There are recruitment challenges, supply chain issues and particular areas of hyper-inflation that impacts service delivery.

When you combine that inflationary pressure with the other obvious legacy of these past winter months – the persistent rainfall and repeated freeze and thaw cycles that have severely impacted our highways – we are facing a perfect storm in particular on the quality of our roads.

This is not just a Surrey phenomenon, it is nationwide. But it's a problem we have to grip.

It is now clear that the usual stepping up of our peak response will not suffice this year.

We've trebled the teams out working on the highway and the number defects being repaired is at record highs.

But we recognise that the pressure on our road system and highways teams is too great, and our highways are not in a good state.

Surrey's roads are essential to business and trade – not just locally but for the economy of the United Kingdom, with over 240km of key Strategic Road Network

which acts as a key route for national and international markets with our proximity to London and major airports.

Our roads carry 35% more traffic than the national average.

Our residents rely on safe and open roads to access education, employment, health appointments, leisure activity, and simply to see family and friends.

I more than share residents' frustrations with potholes – I drive on our roads regularly – and I know how infuriating it is to see holes appear, defects get worse, and patched repairs fail.

This year the combination of inflationary impacts and intense pothole-causing weather - alongside the usual problems of heavy use, and shoddy 'emergency' works by utility companies - have made the situation far, far worse than normal.

To that end, I can tell you all now that we have mobilised the organisation around addressing these pressures setting up core Task and Finish Groups and a rapid response system to ensure that these most pressing issues for residents can be and will be addressed. I encourage all Members in this chamber to email me with a list of outstanding issues in their divisions so we can feed them into the work of the Cabinet and officer groups.

But we must be clear – there is not always a simple and timely solution.

As Members are aware this council has topped up the money we receive from government from the roads funding formula by tens of millions over the past 4 years and I have already pledged that we will continue to do so during the rest of this council

cycle. Rest assured you will see that additional funding front and centre of the MTFS as we work through next year's budget setting.

However, we have to be realistic with residents though, that even if money were no object, there are very practical restrictions on our ability to fix every road.

Closing great sections of our highways all at once would bring the county to a standstill and seriously harm people's ability to move around, not to mention the impact on trade and business.

Our contractors too, have a finite number of skilled workers and machinery to put to work at any one time.

Our powers over utility companies digging up our roads and patching up poorly, are too limited.

However, we are determined not to look for excuses or to carry on as normal when the problems are clear.

We will remove all the obstacles within our power – and lobby alongside other authorities for further intervention from government particularly for more capital funding and greater powers to control utility companies. We will also demand stronger powers to stop people parking across our pavements which causes both danger and inconvenience to pedestrians, as I saw extensively in Stanwell when I visited the Leader of the Labour groups division last Friday. Thank you Robert for showing me around and highlighting the particular issues your residents have raised, including the potential impact of the extension of ULEZ.

We will increase resource where it will prove practical and effective.

We will examine every intervention we can make.

We will be transparent and clear with residents.

We will hold ourselves to account.

This year is unprecedented, but we are determined to grip this, and I will ensure that all Members are regularly updated on progress so that we can reassure residents and keep this county moving.

The other area of real focus for these Task and Finish Groups will be around our duty to our natural environment – namely tree preservation, nature recovery and biodiversity, drainage, and preventing localised flooding.

Again, external forces have combined to devastating impact in this area.

Not only has the weather increased water levels and pressure on our drainage systems, but also increased instances of disease like Ash Dieback, that is causing more trees across Surrey to become unsafe. We cannot compromise on public safety and if a tree has Ash Dieback, it can become weak and fall, and we have to ensure people can enjoy our green spaces safely.

Whilst our increased work to remove those trees is essential to keep the public and surrounding areas safe, we must also be very clearly focused on our mission around increasing biodiversity, preserving wildlife, and enhancing our green spaces.

In urban areas too, there may be times we have to remove trees for other practical and safety reasons – sight lines, access, high street improvements for example – but that public realm greenery must always be replaced and enhanced wherever possible.

We must be clear with residents that where we have to remove trees, we do so carefully, and we plant many more as well as improving the condition and biodiversity

of our existing woodlands. We commit to minimising tree felling where at all possible, ensuring the best mitigations are put in place, working with arboriculture experts and ecological groups, and keeping local partners and residents properly informed where work has to happen.

It should be noted that we remain committed – and on track – with our ambition to plant 1.2 million trees in Surrey by 2030.

Indeed, we and our partners have planted nearly 400,000 over the last three years.

We are the most wooded county in the country and that is an accolade we are very proud of and want to keep.

I also recognise that maintenance of verges is an area that needs further review. We want to expand across the county the blue heart scheme that has been so successful in Mole Valley and Tandridge by encouraging residents to enjoy the benefits of biodiversity with wild flowers flourishing along the sides of our roads but of course not where that compromises safety.

Equally, we appreciate that letting grass grow too long in our more urban areas can cause other issues when it is cut and free to blow around, potentially blocking drains. We are looking to increase the number of cuts particularly in the urban areas whilst supporting biodiversity wherever appropriate.

We will also put more resource in to collecting signage which often looks as if it has been abandoned when road works are complete.

So, in all these areas we have mobilised specific Task and Finish groups to review our existing policies over the next 4 weeks and where appropriate to recommend

amendments for the Select Committee to review so that everything we can possibly do in this area, will be progressed to improve the experience of residents.

We know the power of our wonderful green spaces and countryside – benefiting people’s mental and physical health, and we are constantly looking at ways to not only enhance those spaces but also support people to access to them.

We are blessed here in Surrey, and we will do everything we can to ensure everyone can reap the benefits of living in such a place.

Mr Chair, as Members we hear from residents all the time, about issues that mean a lot to them, frustrations that sometimes we can fix, and sometimes are beyond our control as a council.

Over recent years this council has become more responsive, and dynamic in dealing with those issues, working with partners to make changes where needed, and lobbying when powers to make a difference lie elsewhere. But I will always put my hands up when we have failed to meet our residents’ reasonable expectations. There comes a point when external factors grow to such a level that we need to re-focus, mobilise more resource, and grip them as high priority issues.

We led the way during Covid in that sense and are playing a key role in addressing cost of living pressures. And of course, we do need to remember that 45% of our 1 billion budget is committed to supporting our elderly and vulnerable residents, and a further 250 million we need to help those children who have additional needs or who are dependent on us as a county authority to look after them. That’s 700m of residents Council Tax that is needed to discharge our statutory duties.

We have the expertise – and more importantly, the will – to solve these problems and improve the situation for our residents.

Our residents know their places and communities often better than we do, their priorities need to be our priorities and the towns and villages initiative will ensure that local government and the local health system in partnership with the voluntary and charitable sector, can and will genuinely focus on responding to the needs of the individual resident and their local community.

And where action needs to be taken, we must take them with us.

We know we don't always get it right, and we know that it's impossible to please everyone.

But without that true understanding and collaboration, we cannot properly deliver on our residents' priorities.

Members when issues arise that are negatively impacting our residents' lives, we will work constructively and responsively to fix things.

That is our mindset as an organisation – ambitious, but pragmatic and practical – with a shared sense of purpose to make Surrey a better place. That is why we are elected and that is what we must all strive to achieve day in day out.

Thank you.

REVIEW OF POLITICAL PROPORTIONALITY – MAY 2023

Report of the Monitoring Officer

1. The Council is asked to formally review the proportional political allocation of places on committees and to adopt a scheme of proportionality for the Council year 2023/24.
2. By law, seats on committees must be allocated in proportion to the political composition of the Council. An authority can only decide that it wishes to adopt an arrangement other than a proportional one if no Member votes against it.
3. The Local Government and Housing Act 1989 requires that as far as reasonably practicable, the following principles must be adhered to when determining the allocation of seats on committees to political groups:
 - (a) The seats on a committee cannot be allocated to members of one political group.
 - (b) The largest group on the council must be allocated the majority of seats on any committee.
 - (c) Subject to (a) and (b) the total number of committee seats allocated to each political group must reflect the proportion of total members of the authority from each political group.
 - (d) Subject to (a) to (c) above, the number of the seats on a committee which are allocated to each political group bears the same proportion to the number of all the seats on the committee as is borne by the number of members of that group to the membership of the authority.
4. The Local Government and Housing Act 1989 requires local authorities to review committee membership and political representation annually and when notice is received of a change in the size of the political groups.
5. Following the by-election held in the Walton South & Oatlands Division on 4 May 2023, the Conservative Group now consists of 45 Members (previously 46 Members), and the Liberal Democrat Group now consists of 16 Members (previously 15 Members). The Residents Association/Independent Group consists of 16 Members (no change), the Labour Group consists of 2 Members (no change) and the Green Group consists of 2 Members (no change).
6. In determining the allocation of seats on ordinary committees, the proportion that each political group forms of the total membership of the Council is applied to the total number of elected Member seats on each committee. Generally, fractional entitlements of less than one half are rounded down and entitlements of one half or more are rounded up. So that this process of rounding does not result in advantage to one political group, the aggregate membership of all the ordinary committees must also be in line with the proportions on the County Council.
7. Due to the principle at 3(b) above that a majority group must have a majority on all committees, the Conservative Group must have 52 seats allocated to them. This is one more seat than the proportionate entitlement and this seat must come from the proportionate allocation of seats to the Residents Association/Independent Group and Liberal Democrat Group, who have an

equal entitlement to the number of seats on committees. This results in no change to the proportional allocation of seats to each political group.

8. The number of seats of each group on the Council and the resulting number of seats on committees and percentages are as follows:

	Conservative	Residents' Association & Independent	Liberal Democrats	Labour	Green	Total
Number of Council seats	45	16	16	2	2	81
Number of seats on committees	52	18	17	2	2	91
Percentage	57%	20%	19%	2%	2%	100%

N.B The Local Government (Committees and Political Groups) Regulations 1990 require a constituted political group to be two or more members.

8. The proportional allocation of committee seats is set out in Annex 1 below.

RESOLVED:

That Council adopted the scheme of proportionality as set out in Annex 1 to this report for the Council year 2023/24 (Appendix C).

CONTACT

Paul Evans
Director of Law & Governance
020 8213 2584

TEL NO:

BACKGROUND PAPERS:

Report to County Council Meeting, 15 Dec 2022
Report to County Council AGM, 24 May 2022
Local Government and Housing Act 1989
Local Government (Committees and Political Groups Regulations) 1990
Proportional Representation Table
Constitution of the Council

SCHEME OF PROPORTIONALITY 2023/24

	CON	RA & IND	LIB DEM	LAB	GREEN	Total	Previous figs
SELECT COMMITTEES							
Adults & Health	7	3	2	1	0	13*	13
Children, Families, Lifelong Learning & Culture	7	2	3	0	1	13*	13
Communities, Environment & Highways	7	3	2	0	1	13	13
Resources & Performance	7	2	3	1	0	13	13
PLANNING & REGULATORY COMMITTEE	6	3	2	0	0	11	11
AUDIT & GOVERNANCE COMMITTEE	4	1	1	0	0	6*	6
PEOPLE, PERFORMANCE & DEVELOPMENT COMMITTEE	4	1	1	0	0	6	6
SURREY PENSION FUND COMMITTEE	4	1	1	0	0	6*	6
						81	81
MEMBER CONDUCT PANEL	6	2	2	0	0	10	10
TOTAL	52	18	17	2	2	91	91

* additional co-opted members are appointed to these committees

ANNUAL MEETING OF THE COUNCIL: 23 MAY 2023

APPOINTMENT OF BOARDS AND COMMITTEES

ADULTS AND HEALTH SELECT COMMITTEE (13)

Politically proportionate scrutiny committee. Co-opts three district & borough councillors. The committee has responsibility for statutory health scrutiny in Surrey.

<p>Conservative (7)</p> <p>Trefor Hogg Rebecca Jennings-Evans Frank Kelly Riasat Khan David J Lewis (Camberley West) Helyn Clack David Harmer</p>	<p>Residents' Association & Independent (3)</p> <p>Nick Darby Ernest Mallett MBE Michaela Martin</p>
	<p>Liberal Democrats (2)</p> <p>Angela Goodwin Carla Morson</p>
	<p>Labour (1)</p> <p>Robert Evans OBE</p>

SOUTH WEST LONDON AND SURREY JOINT HEALTH OVERVIEW AND SCRUTINY COMMITTEE (2)

Chairman and Vice-Chairman of Statutory Health Scrutiny function

Trefor Hogg

SOUTH WEST LONDON AND SURREY JOINT HEALTH OVERVIEW AND SCRUTINY COMMITTEE SUB-COMMITTEE (1)

Chairman of Statutory Health Scrutiny function

Trefor Hogg

CHILDREN, FAMILIES, LIFELONG LEARNING AND CULTURE SELECT COMMITTEE (13)

Politically proportionate scrutiny committee with four co-optees: two diocesan representatives (Catholic and Church of England), appoints at least two Parent-Governor representatives as the select committee with responsibility for scrutiny of the executive’s education functions.

<p>Conservative (7)</p> <p>John O’Reilly Bernie Muir Rebecca Jennings-Evans Rachael Lake Robert Hughes Mark Sugden Jeremy Webster</p>	<p>Residents’ Association & Independent (2)</p> <p>Fiona Davidson Chris Townsend</p>
	<p>Liberal Democrats (3)</p> <p>Fiona White Liz Townsend Ashley Tilling</p>
	<p>Green (1)</p> <p>Jonathan Essex</p>

**COMMUNITIES, ENVIRONMENT AND HIGHWAYS SELECT COMMITTEE
(13)**

Politically proportionate scrutiny committee.

<p>Conservative (7)</p> <p>Steve Bax Liz Bowes Jonathan Hulley Cameron McIntosh Keith Witham Richard Tear Buddhi Weerasinghe</p>	<p>Residents' Association & Independent (3)</p> <p>Andy MacLeod John Beckett Jan Mason</p>
	<p>Liberal Democrats (2)</p> <p>Lance Spencer Stephen Cooksey</p>
	<p>Green (1)</p> <p>Catherine Baart</p>

RESOURCES AND PERFORMANCE SELECT COMMITTEE (13)

Politically proportionate scrutiny committee.

<p>Conservative (7)</p> <p>David Harmer Edward Hawkins Robert Hughes Lesley Steeds John O'Reilly Becky Rush Tim Hall</p>	<p>Residents' Association & Independent (2)</p> <p>Nick Darby Steven McCormick</p>
	<p>Liberal Democrats (3)</p> <p>Hazel Watson Lance Spencer Will Forster</p>
	<p>Labour (1)</p> <p>Robert King</p>

PLANNING & REGULATORY COMMITTEE (11)

Politically proportionate non-executive committee with responsibility for decisions on planning and development control; licensing and registration functions; commons registration; health and safety; births, deaths and marriages and rights of way and highways.

<p>Conservative (6)</p> <p>Rachael Lake Victor Lewanski Edward Hawkins Scott Lewis Jeremy Webster Richard Tear</p> <p>Substitutes (up to 7):-</p> <p>David Harmer Trefor Hogg Riasat Khan Mark Sugden Buddhi Weerasinghe Keith Witham Luke Bennett</p>	<p>Residents' Association & Independent (3)</p> <p>Ernest Mallett MBE Catherine Powell Colin Cross</p> <p>Substitutes (up to 7):-</p> <p>Nick Darby Amanda Boote Chris Farr</p>
	<p>Liberal Democrats (2)</p> <p>Jeffrey Gray John Robini</p> <p>Substitutes (up to 7):-</p> <p>Harry Boparai Penny Rivers Fiona White</p>

AUDIT & GOVERNANCE COMMITTEE (6)

Politically proportionate non-executive committee with responsibility for decisions on audit, governance and financial account matters.

<p>Conservative (4)</p> <p>Victor Lewanski Richard Tear Ayesha Azad Helyn Clack</p>	<p>Residents' Association & Independent (1)</p> <p>Joanne Sexton</p>
	<p>Liberal Democrats (1)</p> <p>Stephen Cooksey</p>
<p>Plus one co-opted independent member (1)</p>	

PEOPLE, PERFORMANCE AND DEVELOPMENT COMMITTEE (6)

Politically proportionate committee with responsibility for policies on staff pay & conditions, arrangements for consultation with unions, resolving disputes and promoting development and training. The Committee is also responsible for appointing and dismissing chief officers.

<p>Conservative (4)</p> <p>Tim Oliver Denise Turner-Stewart Sinead Mooney Mark Nuti</p> <p>Substitutes (up to 7 Cabinet Members):-</p>	<p>Residents' Association & Independent (1)</p> <p>Eber Kington</p> <p>Substitutes (up to 7):-</p> <p>Catherine Powell Michaela Martin</p>
	<p>Liberal Democrats (1)</p> <p>Will Forster</p> <p>Substitutes (up to 7):-</p> <p>Fiona White</p>

SURREY PENSION FUND COMMITTEE (6)

Politically proportionate non-executive committee with responsibility for for the governance and administration of the Surrey County Council Pension Fund. The Committee is made up of elected Members as well as co-opted members who provide stakeholder membership. The co-opted members represent the members of the Fund (trade union representation), District and Borough Councils and other employers in the Fund.

<p>Conservative (4)</p> <p>David Harmer Trefor Hogg Richard Tear Robert Hughes</p>	<p>Residents' Association & Independent (1)</p> <p>Nick Harrison</p>
	<p>Liberal Democrats (1)</p> <p>George Potter</p>

Co-opted Members (4)*

- One representative (trade union) from employee members of the Fund
- Two representatives from Districts and Boroughs of the Fund;
- One representative from all other employers in the Fund.

* Authorise the Chief Executive to appoint the co-opted Members of the Surrey Pension Fund Committee following nominations from each stakeholder group listed above.

MEMBER CONDUCT PANEL (10) *

A politically proportionate non-executive committee that will determine whether a Member or co-opted member of the Council has breached the Members' Code of Conduct, having regard to the Council's published arrangements for dealing with standards allegations.

Conservative (6) David Harmer Helyn Clack Liz Bowes Saj Hussain Keith Witham Tim Hall	Residents' Association & Independent (2) Eber Kington Amanda Boote
	Liberal Democrats (2) Paul Follows John Robini

**Must include Chair and Vice-Chair of the Council*

POLICE AND CRIME PANEL (1)

The role of the Panel will be to maintain a regular check and balance on the performance of the directly elected Police and Crime Commissioner. The Panel is hosted by Surrey County Council, and consists of one elected member (councillor) from each of Surrey's twelve local authorities and two co-opted independent members

Nominations received:	Keith Witham
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BUCKINGHAMSHIRE COUNCIL AND SURREY COUNTY COUNCIL JOINT TRADING STANDARDS SERVICE COMMITTEE (2)*

Joint committee with Buckinghamshire Council to oversee the leadership and direction, oversight and governance of the joint service.

Nominations received:	Denise Turner-Stewart Scott Lewis
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**One County Councillor, who must be a Cabinet Member. In addition, the County Council can appoint one county councillor to undertake a non-voting advisory role.*

BASINGSTOKE CANAL JOINT MANAGEMENT COMMITTEE (4)*

Joint committee with responsibility for management and maintenance of the Basingstoke Canal as an environmental navigational and recreational asset in accordance with the policy and budgetary framework set for the Committee and the balancing of the interests of all users of the Basingstoke Canal and conservation of the natural environment.

Nominations received:	Paul Deach Marisa Heath Saj Hussain Riasat Khan
------------------------------	--

**Must include a Cabinet Member and three Members representing divisions which include the Basingstoke Canal in their area.*

The County Council is asked to note the following Committee Appointments made by the Leader of the Council:

JOINT MANAGEMENT COMMITTEE FOR THE SURREY HILLS AREA OF OUTSTANDING NATURAL BEAUTY (“SURREY HILLS BOARD”) (1)*

Joint committee consisting of representatives from local authorities, public bodies and agencies, landowners, land managers and farmers, and other special interest groups to oversee the AONB management plan.

Appointment:	Marisa Heath
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**Must be a Cabinet Member*

STRATEGIC INVESTMENT BOARD (4)*

Appointment:	Natalie Bramhall David Lewis (Cobham)
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	Tim Oliver Denise Turner-Stewart
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**Up to five Cabinet Members including the Leader and Deputy Leader and the portfolio holders for Property and Waste, Finance and Resources.*

SURREY-WIDE COMMISSIONING COMMITTEES IN COMMON (3)*

Appointment:	Clare Curran Sinead Mooney Mark Nuti Tim Oliver
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**The Leader, Cabinet Member for Adults and Health and the Cabinet Member for Children and Families.*

RESOLVED:

That the Council agreed: (Appendix D)

- (1) To appoint Members to serve on the Committees of the Council for the Council year 2023/24 in accordance with the wishes of political groups.**
- (2) To authorise the Chief Executive to make changes to the membership of any of the Council’s Committees as necessary during the Council year in accordance with the wishes of political groups.**
- (3) To appoint the Council’s representative to the Surrey Police and Crime Panel for the Council year 2023/24.**
- (4) To appoint four Members (one of whom must be a Cabinet Member and the others County Councillors representing divisions that include the Basingstoke Canal) to the Basingstoke Canal Joint Management Committee.**
- (5) To appoint up to two Members to the Buckinghamshire County Council and Surrey County Council Joint Trading Standards Service Committee, one of whom must be a Cabinet Member; the other in an advisory non-voting role.**
- (6) To note the Leader’s appointments to the Council’s Executive Committees as outlined above.**

ANNUAL MEETING OF THE COUNCIL: 23 MAY 2023 ELECTION OF CHAIRMEN AND VICE CHAIRMEN OF COMMITTEES 2023/24
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SELECT COMMITTEES		
	Chairman	Select Committee Task Group Leads
Adults and Health	Trefor Hogg	1. Angela Goodwin 2. Riasat Khan
Children, Families, Lifelong Learning and Culture	Fiona Davidson	1. Jeremy Webster 2. Chris Townsend
Communities, Environment & Highways	Jonathan Hulley	1. Steve Bax 2. Lance Spencer
Resources and Performance	Robert Hughes	1. Steven McCormick 2. Lesley Steeds
REGULATORY COMMITTEES		
	Chairman	Vice-Chairman
PEOPLE, PERFORMANCE AND DEVELOPMENT COMMITTEE		
	Tim Oliver	Denise Turner-Stewart
AUDIT & GOVERNANCE COMMITTEE		
	Victor Lewanski	Richard Tear
PLANNING & REGULATORY COMMITTEE		
	Edward Hawkins	Richard Tear
SURREY PENSION FUND COMMITTEE		
	Nick Harrison	Trefor Hogg

RESOLVED:

- 1. That the Members listed (Appendix E) are duly elected as Chairmen and Vice-Chairmen respectively of the Select Committees and Regulatory Committees as shown for 2023/24.**



OFFICER REPORT TO COUNCIL

SURREY YOUTH JUSTICE PLAN 2023/24

KEY ISSUE/DECISION:

To approve and sign off the Surrey Youth Justice Plan 2023/24.

BACKGROUND:

Youth justice plans, in England only, must be signed off by the full council in accordance with 'Regulation 4 of the Local Authorities (Functions and Responsibilities) (England) Regulations 2000'. The plan has already been approved by the Surrey Youth Justice Management Board.

The Youth Justice plan 2023-24 has been developed and agreed with members of the Surrey Youth Justice Management Board. The plan reflects 'child first' thinking, aligning to Surrey Police Child Centred Policing strategy, with ambitions to improve the life chances of children and young people in all our communities through an integrated and effective partnership approach. The plan focuses on prompt action by the right professional to maximise opportunities to intervene and divert away from the Criminal Justice System and we recognise the interdependencies with safeguarding and early help plans within the Safeguarding Children's Partnership.

RECOMMENDATIONS:

It is recommended that the County Council:

1. Approves and signs off the Surrey Youth Justice Plan 2023/24.

Lead/Contact Officers:

Jamie Cottington, Youth Justice Service Manager, Surrey County Council,
Jamie.Cottington@surreycc.gov.uk

Jackie Clementson, Assistant Director Early Help and Adolescents, Surrey County Council,
Jackie.Clementson@surreycc.gov.uk

Sources/background papers:

N/A

Annexes:

Annex 1 - Surrey Youth Justice Plan 2023/24

Surrey Youth Justice Plan

2023/24





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1. Introduction, vision, and strategy

1.1 Foreword

'The Youth Justice plan 2023-24 has been developed and agreed with members of the Surrey Youth Justice Management Board. The plan reflects 'child first' thinking, aligning to Surrey Police Child Centred Policing strategy, with ambitions to improve the life chances of children and young people in all our communities through an integrated and effective partnership approach. The plan focuses on prompt action by the right professional to maximise opportunities to intervene and divert away from the Criminal Justice System and we recognise the interdependencies with safeguarding and early help plans within the Safeguarding Children's Partnership.

The way professionals interact with children and young people, whether as victims or offenders, can and will have a significant impact on their futures. We need to recognise they are not mini-adults, understand their circumstances and take a trauma-informed approach to any interactions. Our practitioners will do this by listening and ensuring decision making is informed and ethical.

Children and Young People have a wide range of different backgrounds, experiences and are part of other communities, which also shape their culture and identities. We must understand and acknowledge their differences, actively seek out and hear their individual voices and recognise their vulnerabilities. Improving engagement with young people will ensure they do not feel powerless in the face of authority.

In 2020, the global coronavirus pandemic brought new challenges and vulnerabilities for children. Education has been disrupted, protective factors outside the home reduced as youth services, grass roots sports and social contact were stopped or made more difficult and as we face a global economic challenge not seen since the Second World War, many children will feel the impact of reductions in family finances and an inevitable financial squeeze on public services. We recognise where children and young people are vulnerable to school exclusion that there may be additional vulnerabilities as a result, i.e. exploitation and involvement in crime. This plan looks at mechanisms to promote inclusion and early intervention, to support children and young people remaining in full time education.

This plan and its objectives are aligned to the Surrey strategy for children and young people's emotional wellbeing and mental health. It demonstrates our collective responsibility to share information and work together as a system to support children and young people to have the best start in life at home, in education, with friends and in their community. There is local recognition across services that the Covid-19 pandemic has had a significant impact on the wellbeing and mental health of some children and young people with increased rates of crisis presentations across police and health systems in Surrey. More analysis is required, however, this impact should be recognised and considered in to implement the most effective, trauma-informed response. In partnership, Surrey works hard to take a whole system approach to wellbeing, health, inclusion, and achievement.

For those children and young people who become involved in offending, we need an effective youth justice plan with interventions that divert them away from the criminal justice system and support them to build fulfilling lives. As co-chair of the Surrey Youth Justice Management Board, I commit to every member being held to account, to ensure this plan is delivered. We will continue to collaborate, and problem solve to do our best for children and young people, our victims and the public we serve'.

(Police Superintendent Mel Golding and co-chair of the Surrey Youth Justice Board)

1.2 Executive Summary

In Surrey we aim to provide a framework for youth justice practice and ensure that quality is maintained. We encourage and support innovation and good practice to improve outcomes for children who commit crime to ensure that every child lives a safe and crime-free life and makes a positive contribution to society.

This plan represents the commitment of partners across Surrey to evaluate our values and beliefs about the quality of provision for children who offend in Surrey and to make a difference. The partnership has gripped its responsibilities, brought resource to the table and, where resource and commitment has not been forthcoming, challenged.

As county council we have a real commitment to providing a seamless service for children in Surrey and this has manifested in our continued provision of youth support services and integrating our youth offending provision within this. We talk about seeing the child first and having the offending service embedded in our mainstream provision anchors our ambition.

1.3 Vision and Strategy

Surrey's 'Children, Families and Learning's' overarching vision is 'to support families and enable children and young people to be and feel safe, healthy and make good choices about their wellbeing. We aim to ensure that Surrey's children and families have access to a range of services that tackle inequalities, support independence and enhance lives. This shared ethos and approach has contributed to a strong partnership model across the local authority and created a foundation from which Surrey Youth Justice Service (YJS) has been able to develop systems of support to enhance the good practice already in place.

Who We Are: Our Approach

Integrated service with focus on:

- Preventing Offending
- Reducing Re-offending
- Reducing the Use of Custody
- Supporting Victims of Crime

Following on from a successful HMIP inspection in 2021 where the YJS was judged as being 'Good', we are now invested in a new chapter of growth, strengthening, and building upon what's been working well whilst also seeking to identify areas for on-going development and responding to emerging need accordingly.

With a clear identity, our practitioners are skilled, committed, and creative when it comes to supporting young people who have come into contact with the Criminal Justice Service (CJS). The Central YJS and Targeted Youth Support (TYS) Management team have a close, well-established relationship, working collaboratively to deliver Surrey's Integrated Youth Justice model. They are recognised as knowledgeable, insightful, and supportive leaders, who appreciate youth justice expectations and endeavour to ensure the standard of practice is ever evolving, aspiring to deliver a high performing service.

To achieve our key aims in steering children away from the CJS, keep custody rates low and support those who are harmed as a result of offending behaviour, it's imperative we think systemically whilst drawing upon national and local research to inform our learning journey.

Surrey's non-admission scheme was implemented in 2021 in an attempt to reduce ethnic disproportionality for children coming into contact with the CJS. However, there is still work to be done to address this challenging, complex and unacceptable issue, with long-term data trends indicating consistent over-representation of black and dual heritage children. Going forward the service will endeavour to work closely with police colleagues and wider partnerships who form the YJ disparity working group to understand the lived experience of those children entering the system, ensuring there is shared recognition, understanding and response to disproportionality amongst our cohort. It is also hoped the recent introduction of Outcome 22 as a deferred prosecution will help address this issue and we are already seeing a reduction in FTE's across the YJ cohort. A process of evaluation for both the non-admissions scheme and Outcome 22 will be a part of the process to measure effectiveness. Careful

consideration is also being given to data which indicates a spike in females entering Surrey's YJS over the past 3 years, whilst our children looked after and those with SEND will also be a focal point.

We also endeavour to work alongside our colleagues in the education department to support children who are faced with exclusion and the detrimental impact this has on their ability to thrive and fulfil their potential, which in turn can increase the risk of recidivism. A great deal of time has been spent developing our 'communication passports' to reflect the complexity and range of challenge children with SEND and their families face when coming into contact with the CJS. This has accompanied our Pre-Sentence Reports and been applauded by Magistrates and those involved in the decision-making process for children entering the Court arena.

Youth Justice inclusion on the Serious Violence Duty board is helping enable close partnership work to develop Surrey's wider response to serious youth violence. The YJS is part of the core membership at Surrey's RMM Strategic - Intelligence and Mapping Group which includes our experienced YJ missing and exploitation leads. The group is in its infancy but in summary the intention is to consider strategic activity necessary to tackle child exploitation threats throughout Surrey. This will be achieved through analysis of trends, patterns, and the identification of hot spots, considering where possible, tactical data and information to inform partnership activity, commissioning decisions and delivery of interventions to reduce risk. Surrey have recruited a contextual safeguarding consultant to provide a diagnostic on Surrey's current position and provide further direction to ensure we are identifying and addressing children at risk of or experiencing exploitation swiftly and appropriately.

There are several other developments under way including:

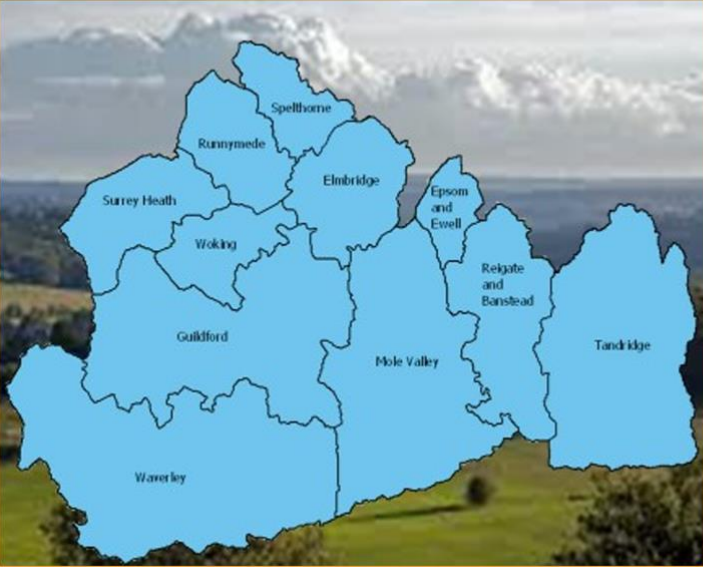
- A pilot for the expansion of our Youth Offers 'Engage' response will support diversion away from the CJS, enabling response to children identified in police custody at the point of arrest and subsequent support via the multi-agency Daily Risk Briefing.
- Plans to establish a Youth Board to enable voice of our service users and ensure children and families views are captured consistently, feeding into the service planning and delivery.
- Our committed and passionate restorative practitioners are working closely with police colleagues to develop a young victims project which is currently seen as an area to strengthen and part of our offer to children who have experienced harm.

This reflects our endeavour to continue configuring the services to reflect an ever-changing YJ landscape, whilst promoting and cementing best practice along the way. As a partnership we will continue to respond early providing excellent services to children and their families, delivered in accordance with the tenets of the Child First Principles. Our work in partnership with schools, police, community safety teams and the voluntary sector enables local mapping meetings to identify and intervene at the earliest opportunity to both prevent and divert children away from the CJS. Our vision is that the integrated model incorporating the TYS Service, YJ Central team, Youth Offer and exploitation leads, enables a streamlined, co-ordinated response with a parallel planning process leading to tailored intervention packages for everyone we encounter.

This Youth Justice Plan aims to promote a childhood removed from the justice system, using pre-emptive prevention, diversion, and minimal intervention wherever possible. The views of children and parents regarding the support they have been offered by Surrey YJS are featured in this report and work will continue to enhance the voice of our service users and stakeholders during 2023/24.

2. Local context

Who we are: Surrey



Large county in south east England- mixture of urban centres and rural areas


Mostly bordering other large counties with a northern border with Greater London

There are pockets of deprivation which contrast starkly with areas of high affluence

Complex partnership landscape: 11 District & Borough Councils; 2 Integrated Care Systems; 53 secondary schools

10% of the population are aged 10-17

75% of the population identified as White British. 8.9% reported being white (other). 14.5% of the population identified as Black, Asian or as having a mixed/ multiple ethnic identity.



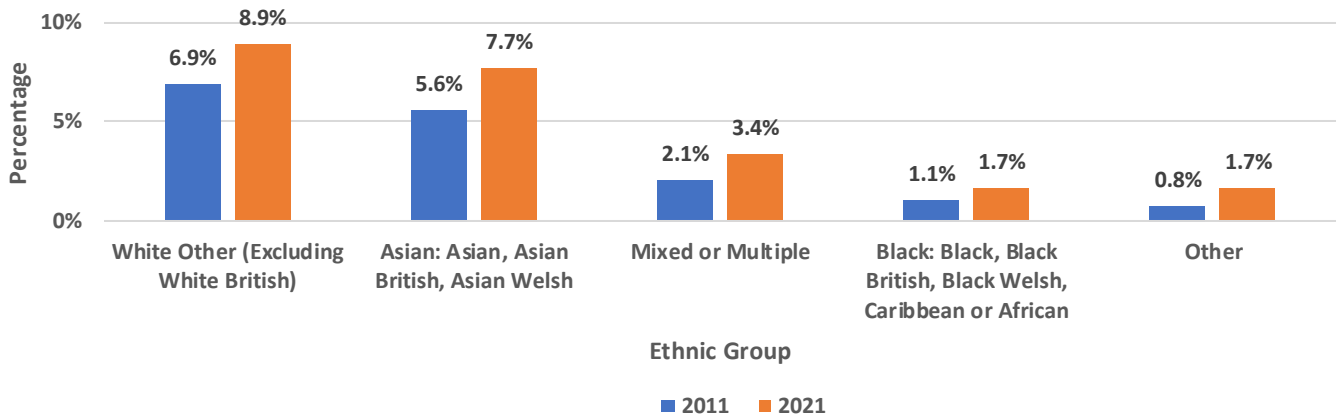
In Surrey, there are 11 district and borough councils, two integrated care systems are replacing the previous five clinical commissioning groups. The county has 53 secondary schools of which 42 are academies.

According to the Census 2021, Surrey is home to 1,203,110 residents comprising of 418,818 households. Children aged 10 to 17 account for 10% of the overall population in Surrey (120,303). There continues to be an increase in the number of school-age children.

Age	2021 Census	2011 Census	change	% change
Aged 10 to 14 years	76,526	67,566	8,960	13.3%
Aged 15 to 19 years	69,799	67,676	2,123	3.1%

In 2021, three quarters of Surrey residents reported that they identified as White British in 2021, alongside 8.9 per cent who reported that they were ‘White Other’. 7.7% of the population identified as Asian, 1.7% identified as Black, and 3.4% identified as having a mixed or multiple ethnic identity. The graph below shows the changing picture of Surrey’s population between 2011 and 2021.

Ethnic groups within Surrey, 2011 and 2021



The borough of Woking had the highest level of ethnic diversity in the county with identifying as Asian (14.2%) and the second highest prevalence of residents who identified as other (non-British) White ethnicities (11.2%) in Surrey. Elmbridge had the highest proportion of residents who identified as other White ethnicities which were not White British (12.0%). Epsom and Ewell had the highest proportion of residents who identified as Black (4.4%) in Surrey. We are also aware that we have a sizeable Gypsy, Roma, and Traveller Community in Surrey- the Census data suggestions a population size of 0.2% but we anticipate that this is an under-representation due to fear of self-ascription and limitations relating to the categories available for people to select on the survey. We are continuing to monitor YJS Performance data to understand and respond to any issues of disparity that may arise.

3. Child First

The Child First principle is made up of the following four tenets (Youth Justice Board, 2022):

As children	Prioritise the best interests of children and recognising their particular needs, capacities, rights and potential. All work is child-focused, developmentally informed, acknowledges structural barriers and meets responsibilities towards children.
Building pro-social identity	Promote children's individual strengths and capacities to develop their pro-social identity for sustainable desistance, leading to safer communities and fewer victims. All work is constructive and future-focused, built on supportive relationships that empower children to fulfil their potential and make positive contributions to society.
Collaborating with children	Encourage children's active participation, engagement and wider social inclusion. All work is a meaningful collaboration with children and their carers.
Diverting from stigma	Promote a childhood removed from the justice system, using pre-emptive prevention, diversion and minimal intervention. All work minimises criminogenic stigma from contact with the system.

In Surrey we see children as children: It is our priority to have the best interests of children at the forefront of our work. We continue to champion and recognise difference by ensuring our assessments, plans and interventions are pitched to always recognise needs, abilities, strengths, and potential. All children have the opportunity for a health assessment in the assessment phase of their intervention which enables us to consider them holistically and to

understand their wider needs. This, in turn, ensures that our involvement is developmentally informed and that interventions can be sequenced and adapted to each individual's needs, using the communication plan developed by our speech and language colleagues alongside the input of our specialist nurse and emotional health clinician. Regular case formulation clinics with FCAMHS colleagues also enhances our assessments of the children we work with.

Our integrated model means that practitioners are trained and experienced in taking a 'whole family' approach and consider the child's needs within the context of the wider family dynamics. Established relationships with children's services colleagues, including joint supervision opportunities, ensure that the child is at the centre of the support being offered by the professional network. Intervention plans focus on developing and understanding the child's identity enabling space to reflect on their lived experience and an opportunity to develop potential. Practitioners encourage children to focus on their strengths, abilities and achievements and explore ways to develop these further as part of their work.

Use of language is particularly pertinent when it comes to ensuring children are treated as children in the CJS. Surrey's Youth Justice Board recently agreed that a shift from 'Offending' to 'Justice' would be more in line with what we aim to promote in the context of a child first approach and as such have made the transition to Surrey Youth Justice Service (YJS). Our approach is aligned with the YJB strategic plan pertaining to Child first guiding principles and YJB values.

The way we police children and young people, whether as victims or offenders, can and will have a significant impact on their futures. We need to recognise they are not mini-adults, understand their circumstances and take a trauma-informed approach to any interactions. We will do this by listening and ensuring decision making is informed and ethical. (Superintendent Mel Golding)

4. Voice of the child

'Children are more likely to engage where they feel as though they are part of the process. Youth justice responses should thus work *with* children rather than doing *to* them, with children having a voice and supported to invest in the process and the potential benefits. [Child First \(justiceinspectorates.gov.uk\)](https://www.justiceinspectorates.gov.uk/child-first/)

Developing and aligning processes to capture the voice of child, parents and carers is a key objective of Surrey YJS as we move into the latter part of 2023. Following a recent evaluation across the service it is evident that listening to children is valued and there is useful feedback being obtained pertaining to children's and families experience of the service in a number of ways. Our endeavour moving forward is to develop a consistent approach to ensure we are capturing the lived experience of all the children and families we encounter. In partnership with Surrey's User Voice and Participation team, we intend to create a 'Youth Board' which will be made up of several volunteers who have had direct experience of the YJS. The aim is to enable direct lines of communication with our Surrey YJMB and senior partners around the table, to hear children's feedback and suggestions first hand to influence service development and delivery. TYS and Central YJS will work closely to achieve this and 'be child led' in terms of themes and content the children we consult choose to prioritise.

With the introduction of the shortened Asset tool, we intend to make some operational changes to the Joint Decision-Making Panel process. We are committed to developing a system that enables the voice of the child and family to help inform the panel's decision-making process in every instance.

Whilst other forums are available to capture the voice of children in Surrey, we are keen to create a safe space specifically for children with experience of the criminal justice system to inform our learning journey on a range of issues, including those children who have previously felt unheard. The Surrey Youth Commission is aligned with the YJ approach and works in partnership with the Deputy Police and Crime Commissioner to give young people who may have experience of the police, criminal justice, or as victims of crime a voice. Working together to provide an evidence base of 'what works well' is crucial to our service development in the year ahead.

Below are some quotes captured from our Service Users over the past 12 months...



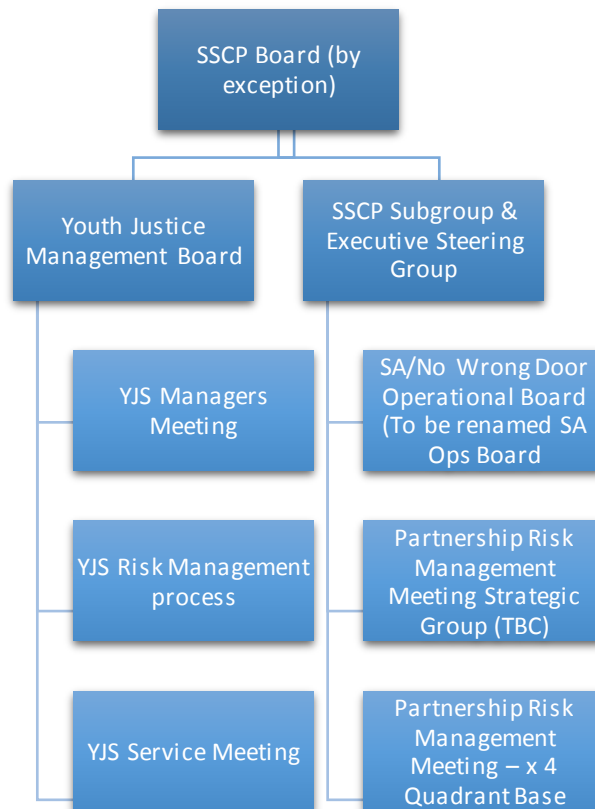
The User Voice and Participation Team, in partnership with Surrey Youth Voice recently finalised the [Our Voice Matters - Surrey County Council \(surreycc.gov.uk\)](https://www.surreycc.gov.uk/our-voice-matters) following consultation with children and young people in Surrey. The Our Voice Matters Survey is a way for children and young people to tell us, as professionals, parents, and carers what it is like to live and grow up in Surrey. The survey was co-designed by young people; everything from choosing the themes, creating the questions, and designing the look and feel of the survey was done by young people. The finding from this report is due to be considered in the Quarterly Service User working group and any learning that is applicable to the YJS will be incorporated into our service delivery plans. As per YJB strategic plan to '...encourage children's active participation, engagement, and wider social inclusion. All work is a meaningful collaboration with children and their carers'.

5. Governance, leadership, and partnership arrangements

Surrey Youth Justice Service (YJS) is firmly embedded in the Children, Families and Lifelong Learning portfolio under the Family Resilience and Family Safeguarding Service. The Director is co-chair of the Management Board, Surrey Safeguarding Children’s Partnership and the Health and Wellbeing Board. The Assistant Director for Early Help and Adolescents is directly responsible for the delivery and effective practice in the central Youth Justice Team and their delivery arm. The Targeted Youth Support Teams based in the Surrey quadrants will report under the one AD as of July this year to achieve consistency of leadership and practice.

In 2021 the Children’s Policing and Justice Partnership Board (CPJPB) determined that the governance arrangement for children who offend, and adolescent safeguarding across Surrey will be brought together under a new Safeguarding Adolescents and Youth Offending Service (SAYOS) Board. The intention was to ensure the continued alignment of key agendas for children and adolescents. A recent 2023 review of governance structures pertaining to Youth Justice, Safeguarding Adolescents (SA) and the ‘No Wrong Door’ which provides a service for adolescents on the edge of care, concluded that the vast nature of the SA and YJ remits meant that both need a dedicated space for detailed discussion and action, whilst remaining under the Surrey Safeguarding Children Partnership (SSCP). With cross representation across both board meetings, this supports a continuation of what’s worked well, sustained strategic alignment, whilst ensuring scope to address the ever changing YJ landscape and wider SA remit as required.

The newly named Surrey Youth Justice Board (SYJB) is co-chaired by the Director of Safeguarding and Family Resilience, alongside Police Superintendent and Strategic Lead for Children and Young People. Quarterly updates on the Youth Justice Service are provided to the SYJB. Terms of Reference are under review to reflect the new arrangement with governance structure outlined below.



6. Board Development



Key objects are outline as follows:

- Consolidate new governance structure and co-chair arrangement
- Develop a management board reference pack to accompany revised Terms of Reference
- Board members to access disproportionality training as part of wider service commitment to reduce over representation in Surrey
- Promote a holistic approach to address challenges facing children in contact with the youth justice system
- Develop board culture to sustain partnership collaboration and contribution

As per YJB strategic plan:

- Drive system improvements that treat children as children
- Invest in our staff to encourage excellent behaviours and outstanding leadership
- Effectively distribute grants to improve outcomes for children and their communities
- Promote a holistic approach to address challenges facing children in contact with the youth justice system

7. Progress on previous plan

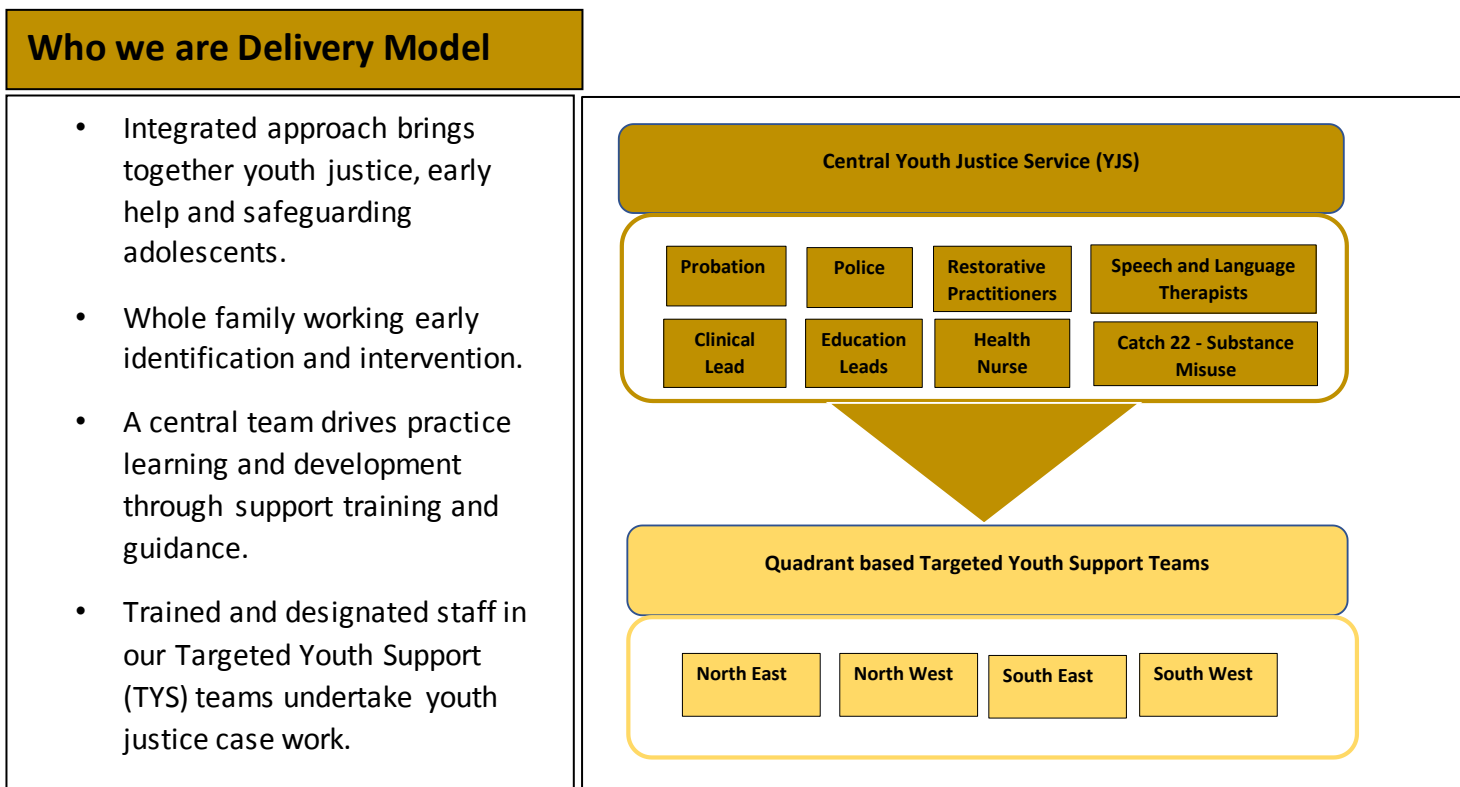
The YJS priorities for 2022/23 were influenced by the service improvement plan post HMIP inspection and agreed at the previously named SAYOS board in June 2022. Some of these objectives are longer term projects that require on-going development but there has been progress in a number of key areas as outlined below.

Actions	Progress/Comments
Review and re-establish an integrated Quality Assurance Framework for Youth justice cases	A clear schedule of audit and quality assurance activity for YJ cases is integrated into Early Help/TYS QA expectations. This includes YRI's which are embedded within EHM. Managers responsible for QA of YJ Asset+ are trained and supported by the central team in every instance.
Ensure QA framework responds to HMIP findings, including thematic audit on consistency of management oversight	Working closely with our dedicated YJ data and performance team we have developed an enhanced tableau reporting framework. Performance management meetings have been convened to analyse and respond to data accordingly. This has included data pertaining to timeliness of assessment, management supervision and HPAT completion rates. A thematic audit is underway to assess consistency of management oversight and develop a uniform template to ensure alignment across the county moving forward.
Utilise existing Management oversight and Management supervision performance data to prioritise Quadrants who are not maintaining required standards and introduce remedial action	Our data and performance colleagues create a visual aid to track data via tableau and quadrant break down to ensure oversight in each of the TYS Service areas. Data will dictate 'deep dive' and case dip sample as required to understand any challenges leading to delay.
Introduce Learning and development tracking system across Central YJS teams and YJ practitioners in Quadrant teams. This should be linked to performance conversations and Learning and Development plan	Learning and Development plan is reviewed annually and collaboratively. 2023/24 plan has been finalised. County wide L&D tracking spread sheet is held centrally to ensure induction process and any subsequent identified learning needs are supported at Service level. Next step is to explore Surrey's Olive training platform and explore if the core YJ training plan can be embedded.
Support the review and refresh of local Risk Management Meetings to ensure they meet YJS risk management expectations	Following a review of Surrey's High-Risk Vulnerability (HRVP) Management panel, the structure and membership has expanded significantly to ensure multi agency input from a wide range of specialist partners. The governance structure pertaining to missing and exploitation is currently in transition with the county wide response under review to develop, strengthen and align discussion taking place.
Team managers to ensure that appropriate safety and contingency plans are developed when Quality Assuring and signing off risk management plans, to include timescales for revision of contingency plans	Post Court Team Manager within the central team structure is meeting with YJ TYS teams to 'Triage' cases coming into HRVP for consideration. This is in part dictated by the assessment of risk domains but Triage ensure each case deemed to be high risk is assessed a minimum of quarterly. The central YJS will be delivering risk and contingency plan training in 2023, this will be reviewed periodically as part of an on-going audit cycle to measure effectiveness.
Continue the role out of the five P's risk assessment methodology across	Training was previously delivered across the service. There is still work to be done to ensure this is fully embedded in practice and reflected in

youth justice work so risk is assessed consistently	documentation pertaining to risk assessment. This will be factored into the wider thematic audit looking at risk assessment across the Service.
Ensure Quality Assurance framework schedule audit of quality assessment, and risk assessments	This remains an area of development and seen as a key priority in 2023/24. Surrey's QA team are committed to support the YJS in developing a robust audit framework. The Central and wider YJ Management team are working in partnership to progress this in June 2023 with a view to embed by the end of the year.
Ensure learning and development plan is informed by Quality assurance findings/ learning	YJS central team have established 2023/24 training plan via combined process of data analysis, staff consultation and QA feedback. This year's training schedule includes risk and contingency planning, understanding disproportionality, disparity and over representation, a county wide anti knife crime programme. We are keen to ensure there is confidence amongst stakeholders and have also involved partners in consultation; Magistrates were keen to see a more consistent approach to addressing knife crime.
Ensure all new staff are inducted well and receive ongoing support to achieve service and national standards	The YJ skills and training plan outlines induction for all new staff. It provides a 'menu' of core training requirements and expectation for completion. It also indicated which training is required based on individual remit and role undertaken. It is therefore bespoke and tailored accordingly.
JDMP partnership to reflect on current processes to identify opportunities to capture the child's voice	Surrey's JDMP are keen to embrace a Child First approach and make a conscious effort to provide time for assessment and seek the voice of the child/parent/carer to help feed into the decision-making process. Plan for 2023/24 is to transition to use the new pre-Court Asset template to ensure disposal decisions occur post assessment in <u>every</u> instance.
Establish and communicate consistent methodology and expectations of capturing the child voice and to evidence how the voice has impacted upon individual or service practice	As highlighted in section 4 of the plan, Surrey YJS is working in partnership with the User voice and Participation team, TYS colleagues and Police to obtain feedback from children who have lived experience of the YJS. Going into 2023/24 we will develop systems to enable consistent feedback to be obtained, both in group consultation and one to one. End of order questionnaire's will be encouraged for completion in every instance whilst online surveys developed for anonymous feedback. This will be collated and fed into Surrey's YJMB on a quarterly basis.
All Statutory SAYOS Board member agencies must define their actual and in-kind resources for Youth Offending annually, and is included in the Youth Justice Plan	This information is identified and tracked with the YJ finance business partner and reflected in Appendix 2 of the annual YJ plan.
Create opportunities for reengagement in mainstream education and /or on to sustainable training and employment	There have been several developments pertaining to this objective, please see Section 10 Priorities > education for further detail. Central YJS Management team are core members of the AP strategic and SALP boards.
Align systems and processes so children who offend and out of education are identified early	ETE leads receive DRB minutes daily for cross referencing via inclusion department and swift identification of any unmet ETE need. If home education Surrey elective home education team are notified and home visitation scheduled. ETE leads are also integral to the Youth Offer

	<p>allocations process where children are identified via the daily risk briefing.</p> <p>Please see Section 10 Priorities > education for further detail. Central YJS Management team are core members of the AP strategic and SALP boards.</p>
Establish Disparity Partnership working group to interrogate partnership datasets to inform actions to be instigated via SAYOS	Multi agency meetings convene on a quarterly basis, data and performance officers from both YJS and Police are in attendance to inform discussion.
Complete YJB disproportionality toolkit and report findings to Board/ Disparity working group	Data and Performance Officer collates data for consideration, analysis and response via the disproportionality working group. Future intention to share pertinent data with education department to support KPI development and analysis of demographic data for children permanently excluded from school.
Develop disparity action plan informed by the toolkit findings	Terms of Reference due to be agreed during June’s disparity working group meeting. Action Plan will be reviewed with members on a quarterly basis.

8. Resources and services

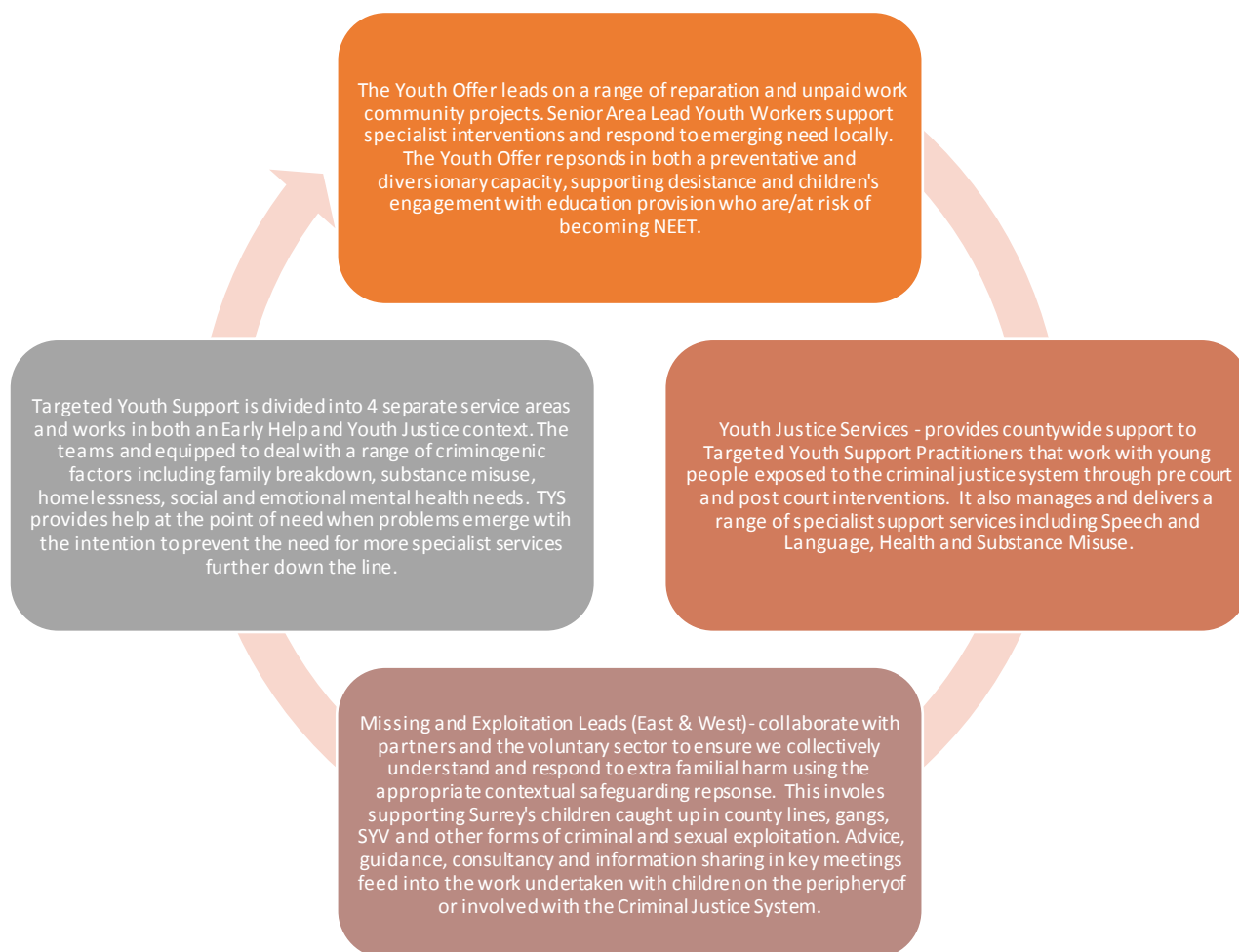


Our Central YJS team consists of a pre and post Court ‘streams’ which supports the inclusion of a range of specialists from both internal and external partnership agencies. This includes two dedicated Missing and Exploitation leads and health which consists of speech and language therapist, public health nurse specialist, clinical lead for the Youth Justice Reaching Out Service and Catch 22 substance misuse worker. The health needs of children are assessed at the entry point to the service under the ‘HPAT’ process to ensure needs are met early and delays in any required treatment minimised.

The YJS is integrated with Surrey’s Youth Offer who support preventive and diversionary work whilst co-ordinating projects to fulfil reparation/unpaid work requirements. The YJS and Youth Offer Service Manager reports directly to the Assistant Director of Early Help, Youth Service/Justice, Adolescence Service. This centralised ‘spine’ supports our quadrant Targeted Youth Support (TYS) teams who hold responsibility for Youth Justice case work. TYS is our delivery arm and practitioners within this service provide all YJS interventions with the oversight and support of the central YJS team. Each TYS quadrant service contains YJ specialist practitioners and managers who ensure that high quality youth justice interventions are delivered alongside a range of early interventions under the broader targeted support umbrella. Our central YJS responsibilities also include quality assurance, performance monitoring, case transfer and care taking arrangements, court work and case allocation, bail, remand and ISS, staff development and training, restorative practice, and victim engagement.

Surrey’s Youth Offer service has been able to make a significant contribution to both the Youth Justice service provision and the wider work with vulnerable young people across the county, initially during the Covid 19 pandemic response but more recently under the evolving service delivery model and targeted engagement model. Several new approaches have also been introduced under the Youth Offer umbrella to enhance our opportunities for early intervention and engagement. These are outlined in more details under section 10 of the plan.

*Please see Appendix 1 for full staffing structure

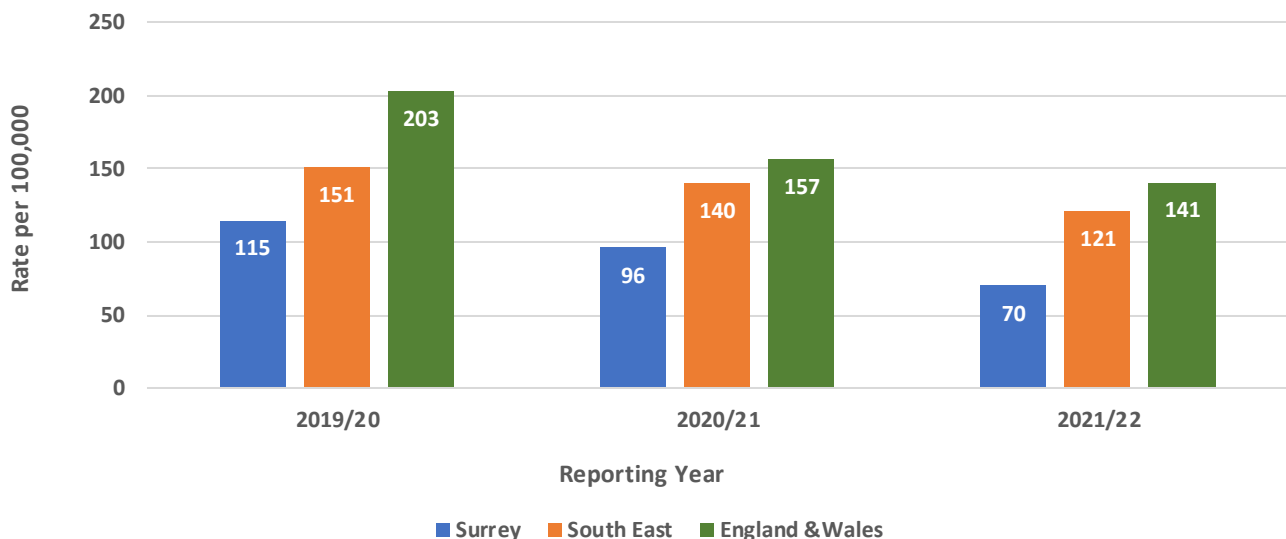


9. Performance

Surrey YJS benefits from the availability of a wide range of data sets that are generated from the Core Plus case management system and the Early Help Module which is where out of court disposals are currently recorded. Our data and performance colleagues present demographic and throughput data at the quarterly YJMB meetings. Not only does this enable the YJS to respond to the needs of young people, but the local data sets also help the service identify 'trends' which indicate areas of good practice or those which require additional focus and on-going development. This section contains a summary of key performance targets, outlines what current performance looks like and post analysis hypothesis. In addition to the four KPI's predating April 2023, the following data sets outline a range of pertinent observations contributing to new priorities and Surrey's direction of travel moving into 2023/24:

First Time Entrants

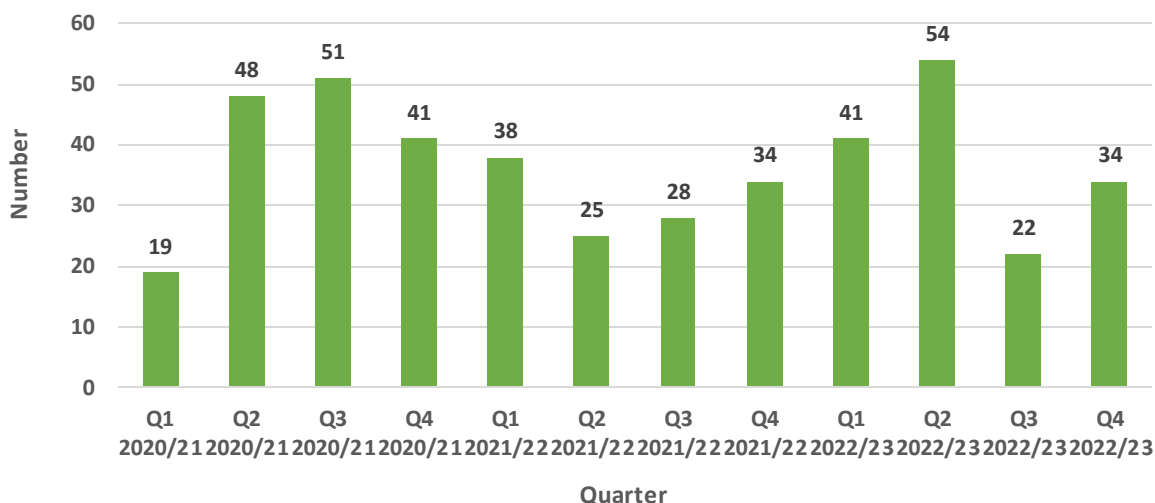
First Time Entrants per 100,000



The Surrey picture is one continued reduction in FTEs for the 2021/22 cohort in Surrey. For the last three reporting years, Surrey has performed well against the Southeast region cohort and the national England and Wales cohort. When comparing FTE data between Surrey and our family as defined by the YJB, over the two-year period it is evident that Surrey is performing well in the context of FTE's per 100,000. Between October 2021 – September 2022, Surrey had a rate of 85 whilst the family average was significantly higher at 135.

Crucially, the graph shows a decrease in the number of children as first-time entrants from 96 in 2020/21 to 70 children in 2021/22 (per 100,000 children) which is an encouraging trend and positive trajectory. The data indicates the work undertaken with young people subject to Youth Restorative Interventions via the pre-Court process coupled with investment in preventative approaches has proven effective and contributed to successful outcomes across the county. Projected figures are expected to improve further with the recent introduction of Outcome 22 as a pre-Court disposal option. This will be subject to evaluation.

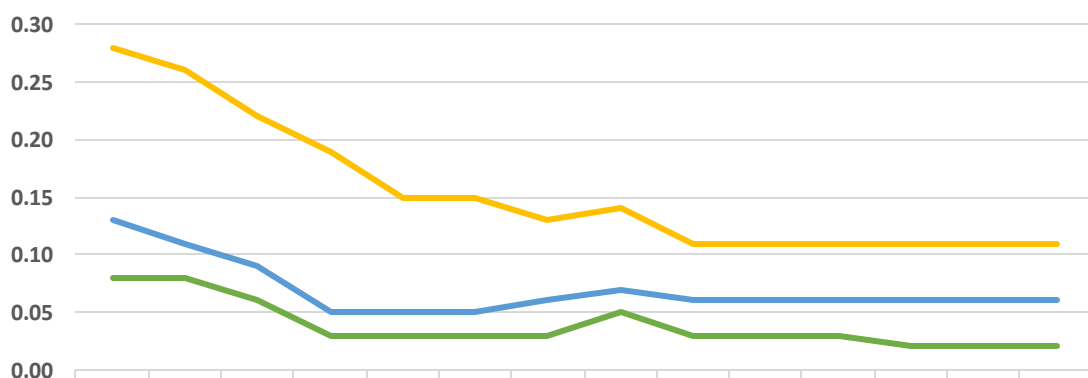
First Time Entrants Surrey YJS 2020/21 to 2022/23



We also extracted local data to provide a more recent picture. Despite the decline in FTE’s overall, the above graph provides evidence that Surrey has its ‘peaks and troughs’ when analysing quarterly data trends. There is some inconsistency and noticeable variance with the lowest at 19 young people in Q1 2020/21 and the highest at 54 young people in 2022/23. This is a significant difference, especially following the sharp decrease in Q3 2022/23 back down to 22 young people. We are curious about this data disparity and will be monitoring as part of our quarterly review meetings moving forward.

Custody Rate

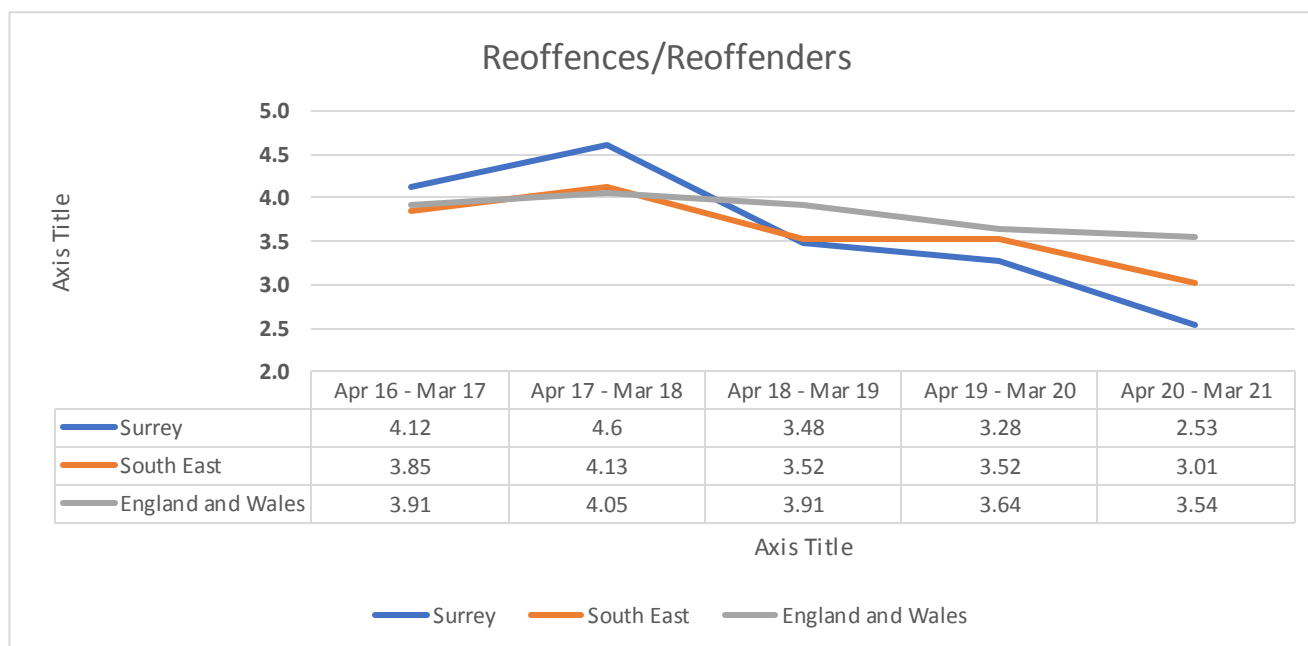
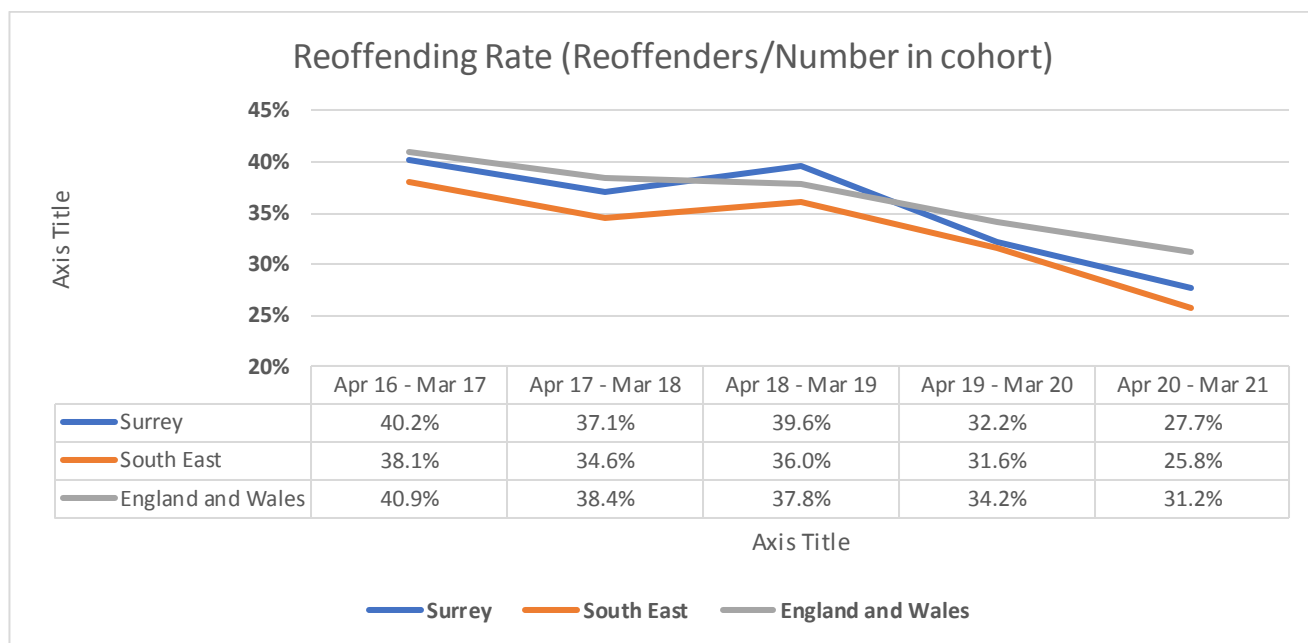
Custody Rate per 1,000 10-17 year olds

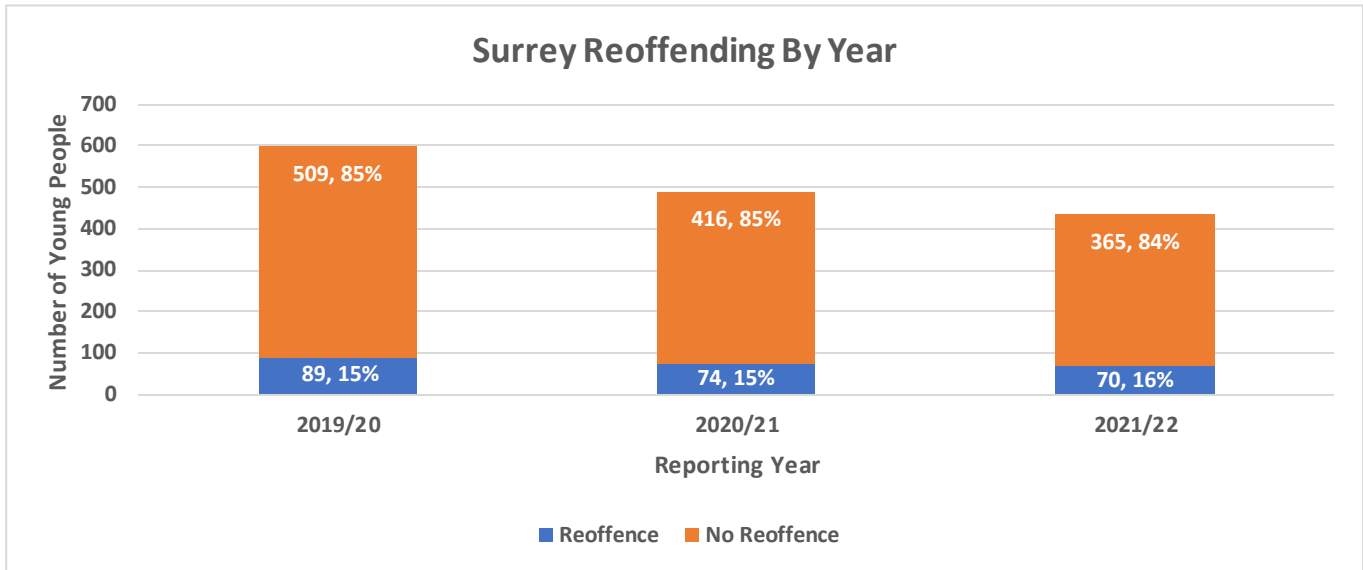


Surrey	0.08	0.08	0.06	0.03	0.03	0.03	0.03	0.05	0.03	0.03	0.03	0.02	0.02	0.02
South East	0.13	0.11	0.09	0.05	0.05	0.05	0.06	0.07	0.06	0.06	0.06	0.06	0.06	0.06
England and Wales	0.28	0.26	0.22	0.19	0.15	0.15	0.13	0.14	0.11	0.11	0.11	0.11	0.11	0.11

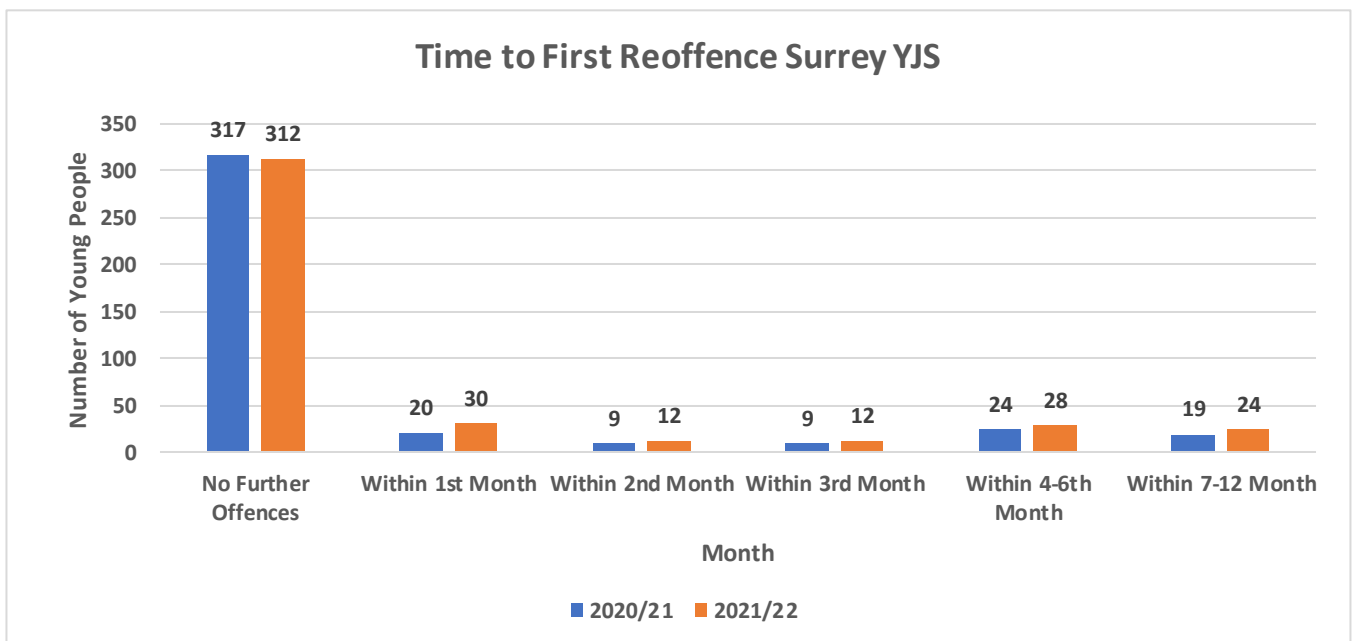
The custody rate in Surrey has remained low during the 2021/22 period. The trend in the Southeast and in England and Wales is one of falling rates but Surrey remains lower than its local or national neighbours. The YJS Management Board recognises that whilst performance continues to be strong, there is no room for complacency and as such there is continual focus on this cohort to challenge the YJS Management team to continue to develop evidence-based practice and key relationships with agencies involved in the custody decision-making process. At present we have 2 children in Custody year end 2022/23, compared to the 3 children in Custody year end 2021/22. This is comparable with the general trend across Southeast and England.

Binary reoffending rate and frequency of reoffending

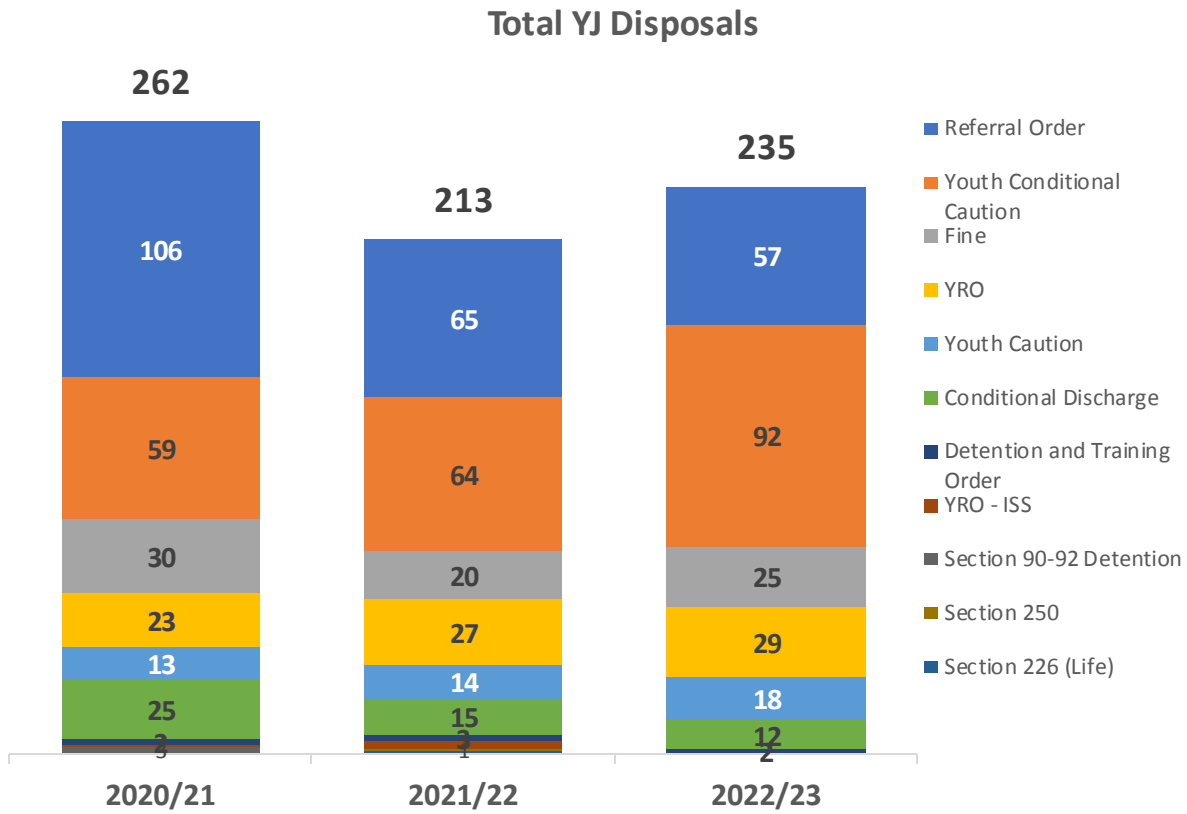




We monitor re-offending rates locally via our ‘live reoffending tracker’ which continues to show favourable reductions in the rates of re-offending over the past three years. Our data demonstrates that when a child does re-offend, the new offence tends to be less serious than their original offence, suggesting the Surrey YJS approach to desistance is having some impact. Tracking the rate and seriousness of a child’s reoffending enables Surrey to measure the effectiveness of interventions. The analysis of the number of re-offenders decreased by 4.5% in 2020/21 to 27.7%, compared to 2019/20 (32.2%), whilst the number of further offences reduced from 3.28 per offender to 2.53. This data indicates that the number of children that reoffend has decreased over this period in addition to a decrease in the number of reoffences committed. However, when analysing Surrey local data, the overall number of young people committing offences is decreasing whilst the percentage of those reoffending is remaining level. In 2020/21 15% of offenders reoffended whilst 16% reoffended in 2021/22.



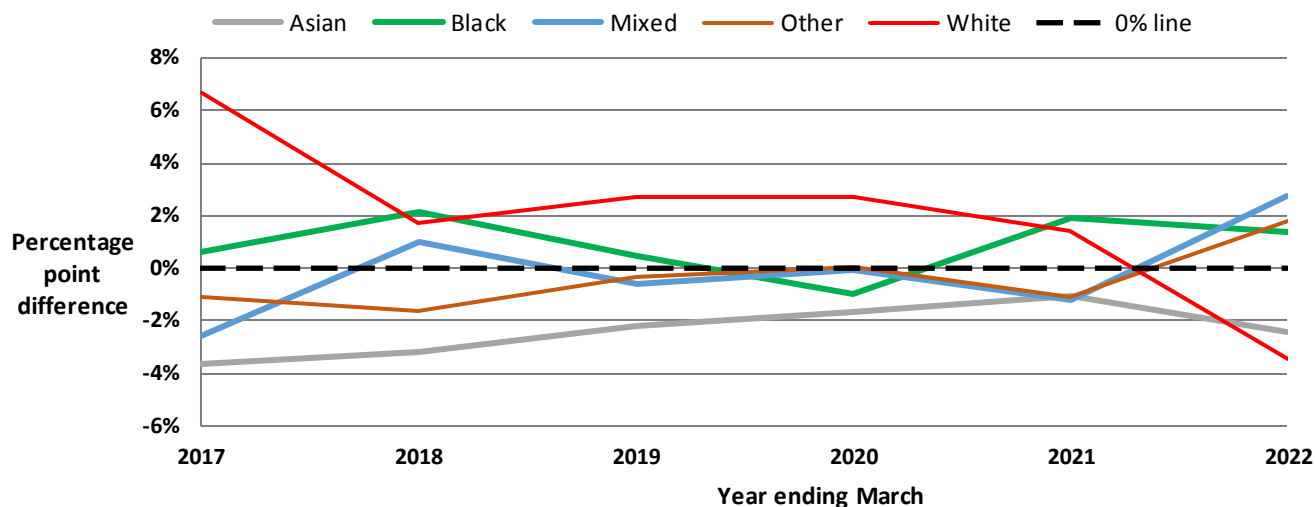
Following a further deep dive in the data, our analysis illustrates that children are most likely to reoffend within the first month of the original offence date, closely followed by months four to six. There is a clear pattern for 2020/21 and 2021/22 with a dip between months two and three showing 24 young people reoffended and then the number rising back up. This data has enabled us to identify ‘critical’ periods and windows where a child may benefit from greater support to reduce the risk of recidivism.



The graph above illustrates the breakdown of youth justice disposal type in Surrey for the last three reporting years. Whilst overall number of interventions have risen in 2022/23, they remain lower by 27 in comparison to 2020/21. The largest increase of intervention type has been youth conditional cautions which have risen by 28 in the last reporting year. In addition, referral orders have decreased by 8, whilst the remaining intervention types have remained stable. As mentioned above whilst observing FTE data, the impact of Outcome 22 will be subject to evaluation to ascertain the impact this has had on the use of YCC’s as a pre-court disposal outcome.

Disparity and Overrepresentation

Trends in percentage point differences between local 10-17 population and Surrey YJS offending population, year ending March 2017 to year ending March 2022



The above graph displays trends in the percentage point difference between offending and local population for each ethnic group in the YJS. By definition, if a particular ethnic group has a higher percentage represented in the offending population than in the 10-17 population then that group is over-represented, and it will present as 'positive' percentage. Similarly, the tool below identifies where a particular ethnic group is over-represented in the youth offending cohort and if the level of over-representation is deemed 'statistically significant'. The YJB define over-representation if the offending population is >10 (number) and therefore 'statistically significant' (5% significance level test).

Both tables indicate that in Surrey, Asian and White ethnic groups are underrepresented year ending March 2022, compared to Black, Mixed and Other ethnic groups all of whom are overrepresented, with mixed young people as the most overrepresented at approximately 3%. Therefore, whilst this isn't considered 'statistically significant' in line with the YJAF framework, Surrey YJS are treating the findings from this data as a key priority to understand and address what is contributing to this consistent disparity. This will be outlined in an action plan and progressed via the disparity working group.

Statistical tool to determine over-represented ethnic groups in Surrey, year ending March 2022

Ethnicity - Surrey	Mid-year 2011 10-17 population	Share of Total %	2022 Offending Population	Share of total % (2)	Percentage Point Difference	Over-represented, offending pop >10 and statistically Significant
Asian	9630	6%	8	8%	-2%	No
Black	2549	3%	5	2%	1%	No
Mixed	8422	10%	14	7%	3%	No
Other	1979	3%	5	2%	2%	No
Ethnic minority groups	22580	22%	32	19%	3%	No
White	97753	78%	112	81%	-3%	No

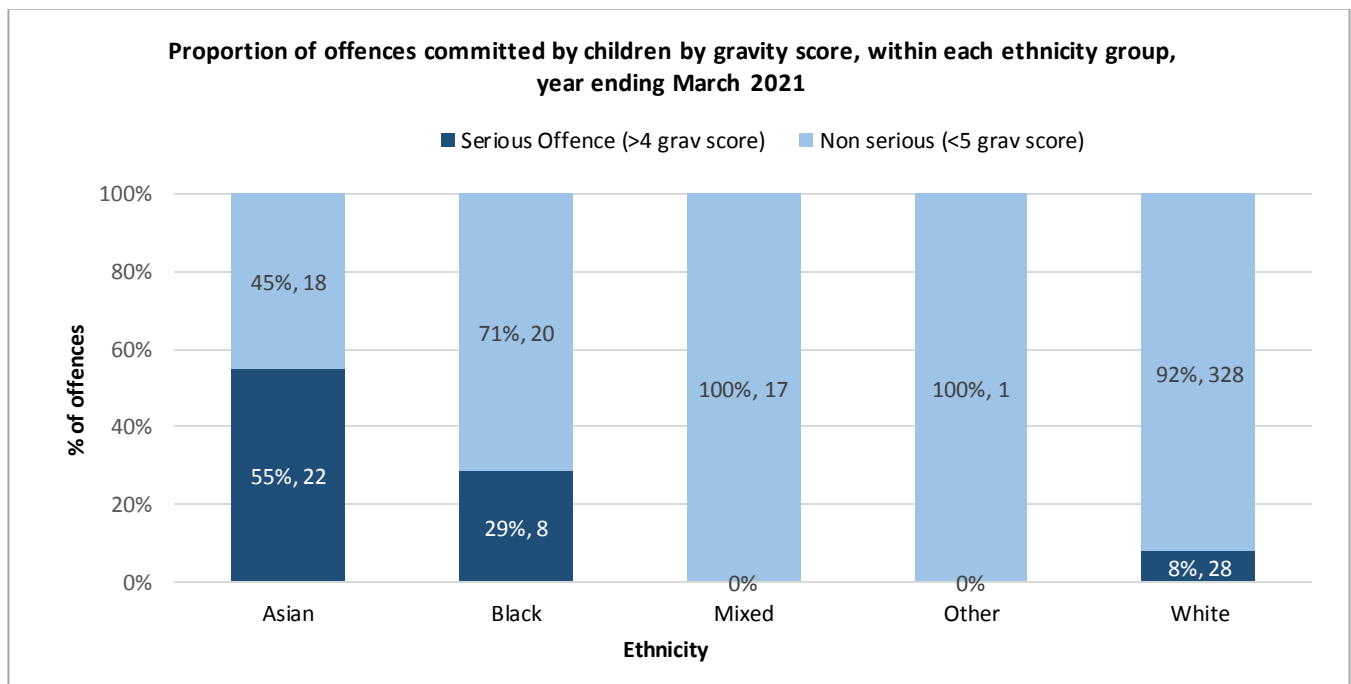
Timeliness offence to outcome date

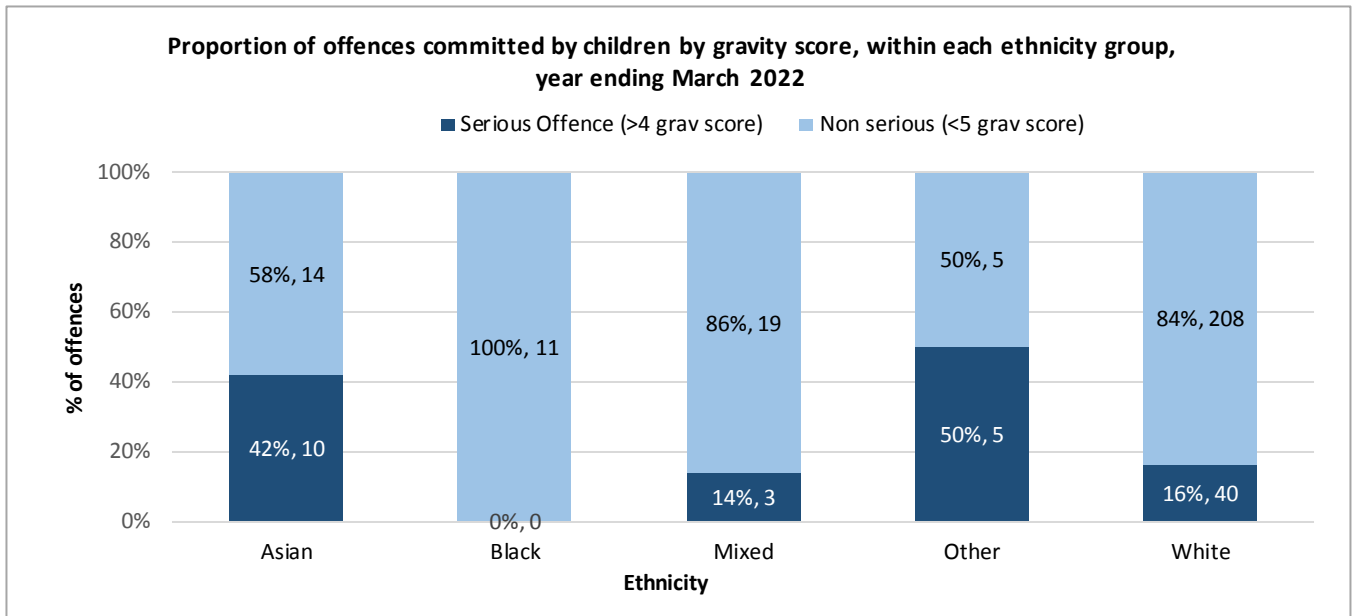
Year	Mean	Median
2019/20	163	96
2020/21	160	114
2021/22	131	103
2022/23	85	67

The average days taken for an offence to receive an outcome has been a source of concern across England and Wales and locally in recent years. However, as the data displays, Surrey is improving. The average number of days from offence to outcome date decreased from 163 days in 2019/20 to 131 in 2021/22 and again to just 85 days in 2022/23. This figure is calculated by offences during that reporting year. However, it is of note that it is more accurate to look at previous years data as many offences committed later in the reporting year 2022/23 may not have reached an outcome yet which could lead to inaccurate reporting.

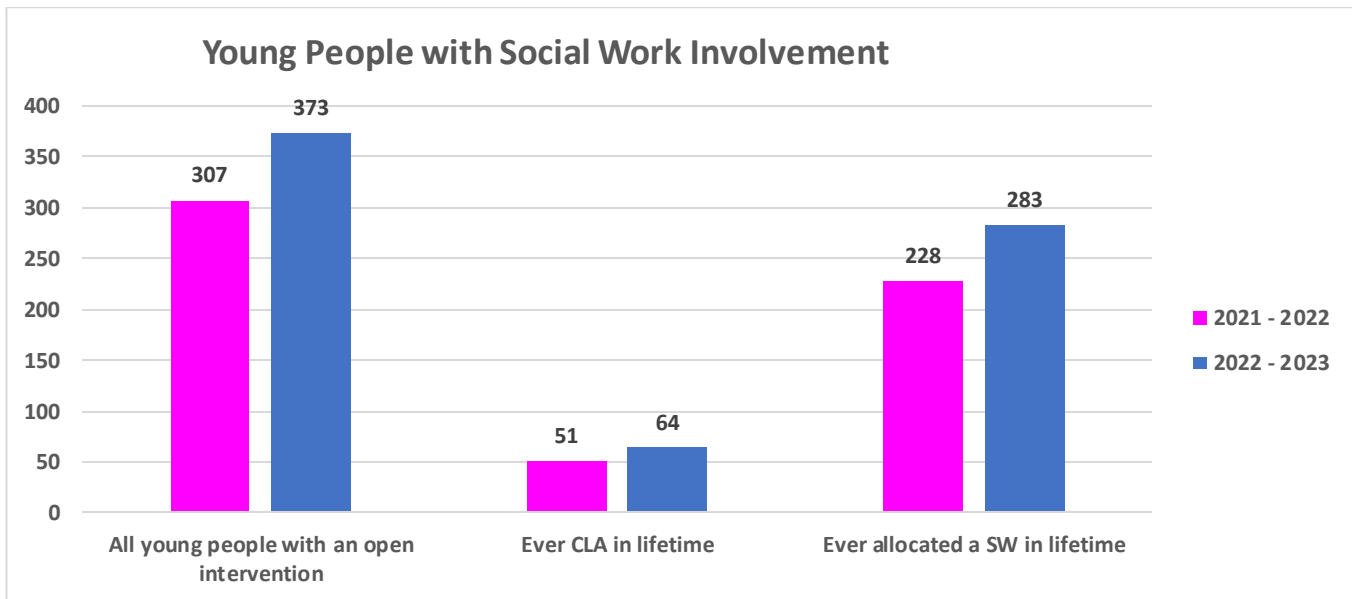
Serious Youth Violence

The seriousness score of an offence is automated centrally and based on national police codes which determine a score >4 which is a serious offence. Serious offences committed by Asian young people have decreased by 13% and decrease by Black young people 29% from year ending March 2021 to March 2022. For children of Mixed heritage there has been an increase of 14%, 'Other' young people increase by 50% and White young people increased by 8%. However, as the graphs indicates, an increase of 50% for 'other' young people is a total of 5 children which is a small, albeit not insignificant number.





Social care involvement



Of the 373 young people who had open intervention in 2022/23, we were able to match 347 young people with LCS (Surrey Social Care data base) records. Of these, 283 (75%) had an allocated social worker in their lifetime with 7% unknown. Of these, 64 (18%) young people had been looked after. This is a large number of children in the YJ cohort who have experienced a range of adverse childhood experience and many of whom entered the care system. This data has already received interest from the YJMB and will feature in the disparity working group action plan and remain under evaluation in the year ahead.

Data headlines

- Reduction in First Time Entrant (FTE's) and Re-offending rates for 3 consecutive years
- Custody rates remain low and comparable with the general trend across Southeast and England
- Data analysis has helped us identify 'critical' moments when re-offending is most likely to occur and windows to target during the intervention
- Offence to outcome time frame is improving
- Children whose ethnicity is recorded as black, mixed, and 'other' remain overrepresented when measuring the offending figures against local population and this is therefore an area of concern
- Our current data collection for Serious Violence offences indicates an overall decrease in the number of offences being committed and this is in line with a decline in numbers nationally. We remain significantly below the national average in this area. In addition to this, children of Asian and Black ethnicity have seen a reduction in involvement with serious offending. However, the proportion of children committing these offences who are 15 and 16 years old is starting to increase with those of mixed heritage, 'other' and white are over-represented in this area
- Data requires more detailed breakdown of ethnic categorisations to get a true sense of the Surrey picture and work required to support sections of the community including children who identify as Gypsy, Roma, Traveller (GRT)
- 75% of children over the past year have had Social Care intervention in their lifetime with 18% have entered the case system

Additional key performance indicators

It is a requirement of the service to report on the following new key performance indicators from April 2023, with the first submission due August 2023. As stipulated in YJB guidance, please see below for a narrative pertaining to each explaining the current position, any foreseen risks and challenges and what actions are planned to address performance:

[KPI 1: suitable accommodation](#)

We anticipate that high levels of our children are living with parents and the majority have suitable accommodation. However, where there are children who are looked after by the local authority, we know that there are concerns around the availability of suitable placements for our adolescents in Surrey, particularly when they have been involved in offending behaviour. There are several children who are placed out of county in accommodation that might be considered unsuitable. With the fluid nature of placement change for children in care, this data will need to be updated on the CMS frequently to ensure accurate reporting.

[KPI 2 & 3: education, training and employment and special educational needs and disabilities/additional learning needs](#)

We would anticipate that ETE will be an area of risk for Surrey given the lack of specialist provision for children with SEN. The large geographical area and the limitations around public transport contribute to the challenges. For our post-16 children, there is also a lack of suitable provision especially 'roll on/off' with opportunities throughout the academic year. Our current data indicates that we have a disproportionate number of children with EHCPs in the youth justice system compared with those in the Surrey school population.

However, we have established closer working relationships and protocols between our YJ ETE specialists and the SEN, Inclusion and Virtual School teams to be able to prioritise the needs of this cohort. Given the large number of schools and alternative provisions in Surrey, it will be a challenge to accurately capture the data around the number of education hours attended for the purposes of the new KPI recording. We are liaising with our colleagues in the education department in an attempt to address this challenge.

KPI 4 & 5: mental health care and emotional wellbeing and substance misuse

We have not previously had the system functionality to be able to report in depth on mental health and substance misuse interventions. We have seconded staff for both emotional health and substance misuse who will be able to support the accurate recording around this data. We know that there are a high number of children who are either supported directly by our mental health clinician or to whom they provide advice/signposting. Our referrals to our substance misuse practitioner have been lower than anticipated so we have been reviewing the referral pathway and looking at creative ways in which to increase participation.

KPI 6: out-of-court disposals

We already record where OOCs are completed successfully and have high levels of compliance with our diversions. Interventions take into account the individual needs of the child and approaches are carefully considered and adapted where needed to find the most effective way to engage the child. We have recently introduced Outcome 22s as an additional diversion option for children. This is a deferred prosecution so provides a more established framework for non-compliance could result in a more formal outcome being considered.

KPI 7: links to wider services

As observed in the section above, our data demonstrates a lot of the children open to Surrey YJS under statutory court orders will also be open to Children's Services for statutory interventions. This is reflective of the complexities of our children in the court system (although this cohort of children is reducing in number, their vulnerabilities, additional needs, and risks to others appear to be increasing). There is a correlation with these children being open to Children's Services due to contextual safeguarding concerns. The Surrey integrated model allows for easy transition from youth justice outcomes to early help support (and vice versa). This is often delivered by the same practitioner, ensuring that relationship-based practice is at the heart of our interventions with children and allows us to apply a Child First approach which considers the holistic needs of the child and doesn't solely focus on their offending behaviour.

KPI 8: management board attendance

Of all the new KPI's, we anticipate this to present the least challenge as capturing board attendance is an administrative task with reporting embedded within the Case Management system.

KPI 9: serious violence

The reporting mechanisms are already in place re this KPI which extracts data from the case management system based on the ACPO gravity score matrix, providing a score based on seriousness and offence type.

KPI 10: victims

Victim contact for out of court disposals is initiated by our police colleagues and Surrey YJS specialist restorative practitioners will only make contact where the victim has consented for this to take place and are requiring a restorative approach or ongoing support. Where this is requested, we anticipate that we will be able to fulfil the victim's needs in a high majority of cases. However, we aim to increase the number of victims who consent to contact to ensure that we are reaching as many victims as possible. Our restorative practitioners will assist in ensuring this data is kept up to date to inform reporting requirements.

The new 'Youth Justice Oversight Framework' will help support assessment and evaluation of Youth justice system performance: oversight, assurance, and compliance.

Local Performance

The Youth Justice Central and TYS Management teams convene monthly to consider performance management data presented by our data and performance colleagues. A transition to tableau reporting aids a more comprehensive quadrant breakdown and visual overview. This enables oversight of timeliness of assessment completion and management supervision. A revised framework of accountability pertaining to performance, oversight, assurance, and compliance is under development and will be considered in line with the new Youth Justice Oversight Framework pertaining to the new KPI data. Annual compendium data also provides opportunity for annual analysis over trends and trajectory.

In addition to the above, data pertaining to HPAT completion rates is being reviewed quarterly to ensure unmet health needs, pathway planning and communication passports are consistently offered to children and progressed as required.

10. Priorities

Children from groups which are over-represented.

As already highlighted in the plan, Surrey data indicates black, mixed and 'other' ethnic groups are overrepresented in the CJS. A primary objective for Surrey in 2023/24 is to progress the work undertaken by the disparity working group and develop a greater understanding of the layers of complexity contributing to over representation locally. Our training plan includes investment in disproportionality training for our Youth Justice and Youth Offer colleagues. The aim is to promote the collective recognition and input required to move towards change for many of the children who end up involved with the CJS. As cited in the YJB strategic plan 'We want to see a youth justice system where children are not disadvantaged as a result of their ethnic background, learning ability, sexual orientation or other characteristics that might attract deliberately distinctive treatment'.

A mindful acknowledgement of clear principles pertaining to anti-racist practice, growing cultural competence, and creating space for challenge when concerns regarding discrimination arise at any stage of that child's journey through the system is essential. Ensuring the voice of the children and families we support is heard, with lived experience recognised is crucial to enable a 'work with' as opposed to 'do to' process. A collaborative learning journey with the local Magistrates Court, our Education department, Police colleagues and other agencies working to support children in Surrey's diverse communities is our endeavour, to ensure we are progressing on this journey together. Indeed, Surrey's Child Centred Policing strategy outlines this shared priority whilst the recently established disparity working group convenes quarterly and feeds into the wider Youth Justice Management Board (YJMB) and Police Criminal Justice Board as part of the governance structure. Police and YJ data leads have met to ensure all relevant data sets are available for perusal and inform areas of focus and action.

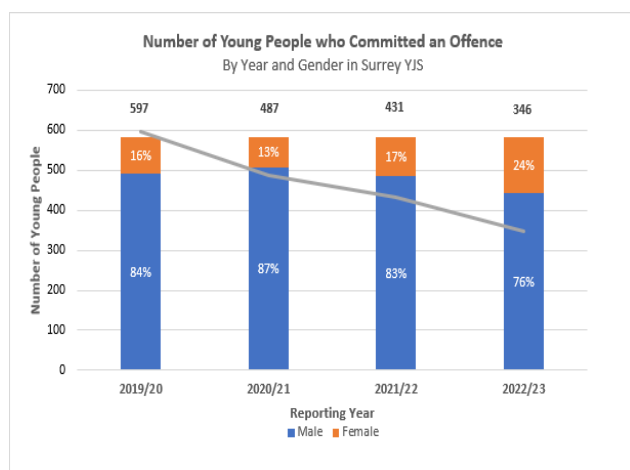
At the start of 2022, the Youth Justice Board (YJB) commissioned Traverse, an independent research organisation, to conduct a year-long research study into the drivers of ethnic disparity in reoffending rates in the youth justice system. One of the findings indicates 'A very strong link between practitioners' assigning a higher initial assessment of the risk of reoffending (YOGRS) and actual higher rates of reoffending'. We are curious in Surrey how this analysis applies locally. Similarly, findings of this research indicate 'a strong link between either being in care or having been in care and higher rates of reoffending'. You will have observed data pertaining to children in the care system in section 9 above, but further demographic analysis is a future objective and will help demonstrate the Surrey picture in greater detail. The link to the full report can be found here [YJB EDRR QuantReport.pdf \(publishing.service.gov.uk\)](#).

The way in which ethnicity is recorded requires a more detailed breakdown to get a true sense of Surrey's diverse communities which are highlighted in the local context section of the plan. This will also enable a more informed response to the data and over representation of certain groups of children. As previously highlighted in the Lammy review 'The absence of Gypsies, Roma and Travellers from official monitoring has meant, for example, it is

impossible to analyse whether charging rates, sentencing decisions, or reoffending rates are proportionate for Gypsies, Roma, and Travellers'. YJ interventions from Apr 22-Mar23 indicate Surrey worked with 3 children identifying as Travellers of Irish Heritage and 2 Gypsy/Roma. This was from a total of 428 young people. Surrey is keen to gain a greater understanding of the data pertaining to our GRT community and are working closely with Equality and Diversity lead who also sits as a key member of the disparity working group and chair of the Surrey Gypsy Traveller Communities Forum.

Whilst Surrey have already implemented the non-admissions scheme in an attempt to address disproportionality in the CJS, this requires a process of evaluation to measure its effectiveness locally. It is anticipated the introduction of Outcome 22 as a deferred prosecution will have a positive impact, as it has in other regional areas; 'Recommendation 10 from the 2017 Lammy review advised 'the 'deferred prosecution' model pioneered in Operation Turning Point should be rolled out for both adult and youth offenders across England and Wales. The key aspect of the model is that it provides interventions before pleas are entered rather than after'. As with the non-admissions scheme, a process of evaluation will be required to measure effectiveness. It is hoped the Police custody 'opt out scheme' meaning the default position is for children to 'opt in' for legal representation will also have a positive impact across Surrey's three custody suites.

We are keen to ensure our workforce is reflective of the local demographic and representative of children subject to YJ intervention. As a result, we are in the process of reviewing our long-term cohort of Referral Order panel volunteers and taking action to ensure we diversify those involved in the process. Surrey's Minority Ethnic Forum and Surrey Gypsy Traveller Communities Forum have been consulted accordingly.



This data has been shared with the YJMB due to a spike in females entering the CJS. Whilst females aren't over-represented, there is a steady increase over the past 3 years and a thematic audit is underway to consider the lived experience of these children and the various factors that may be contributing to this. This data also demonstrates the total number of offences are decreasing but number of females entering the CJS is increasing. A range of projects and programmes have already been developed in response to this with a process of evaluation to follow post pilot. An audit tool will be developed in the new year considering girls' journeys/lived experience prior to entry into the CJS.

Youth Justice Data linking to SEND.

Our current data indicates that we have a disproportionate number of children with EHCPs in the youth justice system compared with those in the Surrey school population. We have considered data with a breakdown of demographic data to inform next steps with education colleagues to develop a response in relation to this data.

Cohort considered: all interventions between May 2022 – April 2023.

There were 447 children and young adults who had interventions with the youth justice team during this period. Of the 447 cases, 432 could be matched to the Early Years and Education System (EYES) and of those, 322 were closed as at 30/04/2023 whilst 110 remained open.

Of the 432 matched records:

- 115 have an active EHCP (27%)
- 317 do not have an EHCP (73%). Of these:
 - 65 have SEN Support
 - 7 have former EHCP which has now ended
 - 110 have former SEN Support which has now ended
 - 135 have never had an EHCP / SEN Support

Gender split of the matched cohort of 432 children is:

- 320 Male of who 101 (32%) have an EHCP
- 112 Female of who 14 (13%) have an EHCP

For context:

6.5% of Male pupils on EYES aged 12-17 have an EHCP

2.9% of Female pupils on EYES aged 12-17 have an EHCP

- This suggests that those known to YJS are significantly more likely to have an EHCP.
- Males open to YJS are 5 times more likely to have an EHCP than the Surrey 12-17 male school population
- Females open to YJS are 4 times more likely to have an EHCP than the Surrey 12-17 female school population

Ethnicity Split of the matched cohort of 432 children is:

- 392 White background of who 108 (28%) have an EHCP
- 36 children from ethnic minority backgrounds of whom 6 (17%) have an EHCP
- 4 young people did not have ethnicity recorded

For context:

5% of White British pupils on EYES aged 12-17 have an EHCP

4% of children from ethnic minority backgrounds on EYES aged 12-17 have an EHCP

- This suggests that White British open to YJS are 6 times more likely to have an EHCP than the Surrey 12-17 White British school Population
- Children from ethnic minority backgrounds open to YJS are 4 times more likely to have an EHCP than the Surrey 12-17 ethnic minority school Population

Prevention and Diversion

This section of the plan outlines how Surrey's partnership model delivers early targeted prevention work with children and their families who may be displaying behaviours associated with offending, antisocial behaviour, or vulnerability. This helps to safeguard and promote positive outcomes to stop these children from entering the justice system.

Surrey YJS work in line with Surrey Safeguarding Children's Partnership approach. The partnership strategy for 'Helping Families Early' sets out our vision, principles, and ambitions for working together so we can act as soon as problems emerge, share information, and provide effective, timely support to enable children and their families to overcome difficulties and become more resilient so that they can manage future life challenges independently. We promote a 'Child First' approach to decision making, and to safeguard and promote the welfare of all children as detailed in Working to Safeguard Children 2018 and the 2004 Children's Act.

Surrey's strong preventative and diversionary offer is a critical part of our endeavour to steer children away from the criminal justice system, aid the early identification of unmet need, respond, and support those same children to thrive. As per YJB's strategic plan we aim to '*...promote a childhood removed from the justice system, using pre-emptive prevention, diversion, and minimal intervention. All work minimises criminogenic stigma from contact with the system*'.

Pre Court

Out of court disposals use a multi-agency framework to determine outcomes for children who come to the attention of the police for offending behaviour and to ensure that decision making is defensible, clearly evidenced and focused on desistance. However, the panel also considers the needs of children involved in repeat ASB or having received Community Resolution and therefore form part of our preventative offer, co-ordinating response and signposting to support networks as required. This year has seen an increase in diversionary activities available for children Out of Court via the introduction of Outcome 22. Early data indicates this has led to a reduction in FTE's and is perhaps evidence that intervening early and steering children away from the Court and CJS is proving effective in Surrey.

Turnaround

Turnaround funding has been granted to Youth Justice Teams across England and Wales over three years, to support early intervention and improve outcomes for children on the cusp of entering the youth justice system. With this additional funding Surrey have been able to recruit two additional Case Prevention Officers into the Youth Offer structure and provide additional capacity within the Management team via a secondment post, allowing us to provide greater oversight. The Team Manager will take the lead on the diversion offer and support the wider YJS Partnership in reducing the number of children that become First Time Entrants as well as developing a specific programme of interventions for these children and supporting them to access the Youth Offer, Health, and Education. We are confident we will deliver to 66 children within the next 12-month period. Our partners in commissioning and data and performance are supporting quarterly reporting and process of evaluation.

Youth Offer

The Youth Offer is integral to the YJS prevention and diversion delivery models and integrated approach, through one-to-one support and variety of projects. These include carpentry, horticulture, land management, a bike project, hair and beauty, girls and young women's football, art, forest school, motorcycle trials and music production. Staff from multi-disciplinary backgrounds including youth and community workers, social workers and teachers support children to shape the content of the programmes they engage with from the outset, encouraging collaboration and developing intervention plans tailored to individual need. This helps enable 'buy in' and exploration of a range of risk factors associated with offending behaviour whilst building positive relationships and promoting pro social behaviours. Development of quadrant hub model underway to support timely interventions in response to emerging need across the counties YJ cohort. The YJ ETE leads are situated in the weekly Youth Offer allocations meetings and maintain close links with short stay schools supporting parallel planning to aid reintegration and avoid children becoming 'NEET'.

Some of the programmes on offer have been devised specifically to support young females and reduce the risk of offending. This is in response to the data we have observed showing a spike in female offenders. Projects remain in their infancy but will be subject to a process of evaluation to measure effectiveness which will include feedback from participants to ensure the voice of the child is factored into any future offer.

The Youth Offer Service will support vulnerable children and include children who are NEET, at risk of gangs, violence and exploitation, LGBT+ children, children who require emotional health and wellbeing support, children at risk of offending, children in need (CIN) children subject to child protection plans (CP) and children looked after by the local authority (CLA). It includes those young people considered to be high risk.

Daily Risk Briefings and the Engage Project

The 'YJS notifications process' has been introduced to enable Surrey's three police custody suites to inform YJS and Emergency Duty Team (EDT) of a child being detained in police custody. This process allows for early two-way communication to meet the child's immediate safeguarding needs and notifications feed directly into daily risk briefings (DRB). This multi-agency forum acts as the central point of information sharing, bringing together colleagues within the Youth Justice Service (YJS), Surrey Police, Criminal Justice Liaison and Diversion Service (CJLDS), CAMHS, Engage Project lead and Children's Services Multi Agency Partnership (MAP) representative.

The 'Engage' diversion project also sits under the Youth Offer umbrella and provides a targeted youth work response to children and families at the point of arrest or soon after, as identified via DRB. An expansion of Engage has been discussed with the OPCC which would enable specialist Youth Workers to meet all children in Surrey's custody suites. A trial in Guildford has been agreed and not only provides the opportunity for diversion, but it also forms part of the response to tackling serious youth violence. The 'Child C serious case review' recommendations talked about 'reachable moments' in custody around safeguarding, so Surrey's response is aligned. The project will be subject to evaluation and submission of data pertaining to OPCC KPI's.

Our missing and exploitation leads contribute as DRB chairs alongside YJ and Youth Offer colleagues. However, their contribution to prevention and diversion is significant and achieved via advice, guidance, consultancy, and disruption plans in a range of settings pertaining to children at risk of or subject to exploitation and involvement with the CJS.

'Diversion from formal criminal justice processes can help to minimise stigmatisation or labelling effects. Crucially, diversion requires other substantive services to be available locally, with a range of options in place to address unmet needs and welfare concerns and promote social inclusion'. [Child First \(justiceinspectorates.gov.uk\)](https://www.justiceinspectorates.gov.uk/child-first/)

Channel Panel

'PREVENT' does not aim to criminalise people and instead seeks to stop individuals from going to the extreme of committing or encouraging violent activity. To support vulnerable people from being radicalised, Surrey uses the national 'Channel' process. It is a statutory duty under the counter terrorism and security act 2015 to have Channel and has been developed to provide early intervention to people at risk of being drawn towards terrorism in all its forms. It works in a pre-criminal space as a multi-agency process that relies on close collaboration between Police, Surrey County Council, and other key stakeholders. Channel provides an appropriate support package tailored to an individual's needs. It's a voluntary, confidential, early intervention programme supporting children and adults who have been identified as vulnerable to radicalisation and extremism at an early stage, to prevent them from being drawn into terrorism.

Vanguard

Another example of our prevention offer is the Building Belonging Programme (BBP) which is part of the NHS England Health & Justice Vanguard pilot programme. As a pilot BBP aims to test new, innovative approaches to address the unmet needs of children and families on the edge of the criminal justice system. BBP is a multi-agency programme being piloted in Elmbridge and brings together children's services, health, police, education and early

years settings, the third sector and those with lived experience to work collaboratively and innovatively with children, young people and their families. The model will take a life course approach providing support to children and families from early years through to transition to adulthood and combines preventative interventions with more intensive support. The preventative framework will strengthen empathy, resilience and emotion regulation and respond to intergenerational influence. Intensive multi-agency support will be available for children and their families who have complex needs, but who are below threshold for existing provision, are not already engaged with services or find existing services inaccessible. In addition, practitioners will be supported and trained to work using a whole family, trauma informed approach.

Education

Surrey YJS are core members of the Alternative Provision (AP) strategic and Surrey Alternative Learning Provision (SALP) board which provide governance to services supporting children who have been excluded from education settings whilst the Assistant Director for Inclusion and Additional Needs is a Surrey YJB board member. As per the DFE guidance 'working together to improve school attendance' requires a multi-agency response to support children back into school and identifying key links within the child's network to act as a focal point is seen as best practice. Inclusion Officers in Surrey will continue to lead in initiating 'targetted support meetings' with a YJ presence for children open to the service.

To ensure children's ETE needs are met there are two full time ETE leads working across the county. There is a clear process enabling consultation with partners in SEND (Additional Needs), Inclusion, Access to Education (A2E), Surrey Virtual School for looked after children, Elective Home Education (EHE), Schools, Specialist Provisions, Short Stay Schools (PRUS), Post 16 providers and Year 11/12 Transition Team. ETE leads act as advocates for children and their parents/carers, supporting their relationships with education partners and allowing them the opportunity to feel part of both assessments and decisions about placements.

Surrey YJS has established referral pathways to the Area Case Review Action Group and Children Missing Education meetings, enabling a monthly platform to discuss children of concern in a multi-agency forum where senior managers can influence decision making and next steps for children in a timely manner. This is complemented by having designated senior SEND case officers and inclusion managers in each quadrant with whom the YJS ETE leads meet and discuss children who are not accessing their full entitlement.

Where a child is in custody there is a clear process that ensures that secure estate is made aware of SEND needs swiftly to inform support plans for children, with roles and responsibilities clearly outlined. This is continuously monitored during custody and forms an integral part of the resettlement process.

Children are supported to help understand better their additional (SEND) needs and to have a voice in the decisions that are made about their education. YJS interventions focus on helping children re-engage with learning. The Youth Offer projects which offer practical skills are regularly accessed to complement this. This is a bespoke offer which ensures it is accessible to all children open to YJS, particularly those with additional needs. In recognition of the high levels of children in the criminal justice system who have additional needs, Surrey YJS has established a dedicated team of health specialists (including Speech and Language) to support assessment and intervention for all children. This aligns with the child first approach of working with each child holistically.

In addition, the ETE Leads have provided support and resources for YJS practitioners to help them advocate for children from an education perspective. This has included developing a resource to support children to contribute towards their own 'one page profile' in the EHCP. There is a bespoke training offer with sessions on youth justice, speech, language and communication needs, physical health, and children at risk of exploitation delivered to a wide range of education partners to increase their knowledge around these different areas of practice. Advances have been made in data collation because of partnership links although currently Surrey use different case management systems to record data which is presenting a degree of challenge when extracting certain information pertaining to the new KPI.

Surrey YJS are embarking on a piece of work exploring the correlation between exclusion/absence (Emotional, Behaviour School non-attendance: EBSNA) and children experiencing exploitation. The TYS Southeast team are currently leading this research with support with data and performance colleagues to identify patterns of exclusion and how this could be minimised.

Restorative approaches and victims

Restorative Justice is defined as a process that brings those harmed by crime, and those responsible for the harm, into communication. It enables everyone affected by a particular incident to play a part in repairing the harm which can be valuable in finding a positive way forward. An offer of a restorative intervention is made by the YJS Specialist Restorative Practitioners to all victims of youth crime after consent to contact has been granted by the Victim in their liaisons with Surrey Police. Prior to a decision to divert via an out OOCD attempts are made to seek the victims' thoughts and feelings, and these are tabled for consideration at the Joint Decision-Making Panel (JDMP) hearing the case. Victims of cases going to Court are contacted following sentencing and prior to planning for statutory court orders to explore a restorative approach.

Restorative communications may include both direct and indirect work, for example: face-to-face meeting between the child and victim, letter of apology, recorded interviews or videos, shuttle mediation or specific victim awareness work based on a victim impact statement. Our role enables us to work with both victims and the child who has committed the offence, hearing both sides and working towards reparation. Restorative Justice is voluntary for all parties, and it must be agreed by all involved, including facilitators, that it is safe and appropriate to proceed. The consistency in our approach ensures we fulfil the YJS requirements set out in the Victims' Code of Practice to protect the rights of victims, alongside our Surrey Police Colleagues.

It has been identified that children make up a significant number of victims of youth crime. As a result, we are intending to redirect resource to develop a new project to ensure child victims can access trauma informed support and bespoke interventions to meet their individual needs. This involves working with partner agencies such as The Victim and Witness Care Unit (VWCU), education providers, early help practitioners and social workers for holistic, joined up support. Recent case study examples demonstrate strong practice involving restorative approaches and mediation between children, their families, Referral Order panel members and those who were harmed because of the offence. This demonstrates our commitment to a progressive systemic approach to Surrey's restorative practice model.

We are committed to developing robust safety plans to reduce the risk of revictimization and further harm being caused. The YJ High Risk and Vulnerability Panel (HRVP) provides a multi-agency framework for oversight. In summary, we ensure that the safety of the victim/s and public protection concerns are taken into consideration when determining the most appropriate outcome to manage the child's risk to others. We also attend to the needs of victims of crime and deliver the best possible prospects for user-led restorative justice which secures the meaningful participation of all involved to address the needs of both victims and children involved in offending behaviour.

Next steps include:

- Increased collaboration in considering victims need and factoring this into developing pathways for restorative interventions, both indirect and direct
- Develop the existing victim safety planning process to ensure collaborative input from practitioners and regular review
- Measure victim satisfaction rates and provide data sets to track effectiveness of support on offer
- Compile a business case for an enhanced offer to young victims of crime

Serious violence and exploitation

The Youth Justice team in Surrey is committed to tackling youth violence, exploitation, and missing children. We are working with our partners to ensure that our focus is not only on criminal and sexual exploitation but also on other forms of modern slavery, including trafficked children and county lines. To ensure that our efforts are coordinated and effective, we are realigning our oversight of exploitation in Surrey. We want to make sure that we know and understand the landscape, and that we are providing the best possible support to all children who are affected by it. We believe that by working together with our partners, we can provide a comprehensive response to youth violence and exploitation, protecting our children and helping them to reach their full potential.

To that end we are creating a second tier of strategic oversight within risk management, focussing on our most at risk children, the offenders that attempt to groom and exploit them and the high-risk places children are drawn to through exploitation and peer pressure. This oversight will be chaired by senior police officer and supported by leaders from all partners. We will concentrate resource where it is needed most, ensuring disruption intervention and support is offered as required.

The Home Office has introduced a new public health duty with the sole purpose of tackling serious violence ; [Home Office Serious Violence Duty](#) (December 2022). This duty requires relevant services to work together to share data, intelligence and knowledge to better understand the root causes of serious violence. This allows for the implementation of tailored interventions that target the prevention of violence. The partnership, including the OPCC, Police, Fire and Rescue, Youth Justice, Local Authority and Health colleagues are already undertaking an evidence-based analysis of the causes of serious violence to inform the creation of a local 'strategic needs assessment' (SNA).

The duty will also help to ensure that all local partners are doing their part to make our communities safe. It provides an opportunity to build a shared understanding of the issues and develop a strategy to tackle them in a collaborative way. To this end, it is paramount that we speak to children and hear their stories. They are experts by experience and will be able to inform our learning journey.

With the above in mind Surrey is also in the process of setting up the Serious Violence Operational Group which is set out in Chapter 1 of Part 2 of the PCSC Act. This is to enable planning to prevent and reduce serious violence, including identifying the kinds of serious violence that occur in the area, the causes of that violence, and to prepare and implement a strategic response. The Operational Group meets monthly and is chaired by the OPCC, with other key local authority representatives present to devise a strategy to address these factors within Surrey. Next step is to undertake a needs assessment to identify the current areas of concern, so that a better understanding of the current challenge in Surrey can be achieved and addressed accordingly.

'It is expected that specified authorities will work together to establish a 'strategic needs assessment' that identifies the drivers of serious violence in the local area and the cohort of people most at risk or most affected by serious violence. These needs assessments will be due in January 2024' (Keith Fraser, chair of the Youth Justice Board)

By working together to understand why violence is occurring, we can develop a shared understanding of the causes and develop effective interventions. The data and intelligence gathered will be vital in targeting resources and effective interventions to the most vulnerable. We will be engaging with key stakeholders, as well as young people themselves, to ensure that we are taking a holistic approach to addressing this issue. We will also be reviewing existing guidance and policies to ensure that they are fit for purpose. It's essential we understand the landscape and ensure a safe environment for all children and young people.

Detention in police custody

Surrey’s Bail and Remand Policy outlines process of consultation and liaison via the Daily Risk Briefings (DRB) to help inform bail and remand decisions at the earliest opportunities. DRB serves as the ‘lynchpin’ that acts to keep all those working with children who have come into Police custody informed and updated. As outlined in the prevention and diversion section above, this also enables a suitability assessment for early intervention via the Engage project.

We have been working hard developing strong partnership links with our Police colleagues so that notifications for children in custody are coming through on a consistent basis. The joint accommodation protocol is in place and our colleagues in Emergency Duty Team and custody suites are effective enabling discussion re children who should be released under PACE guidelines. Lines of communication with the Appropriate Adult scheme and Liaison and Diversion service are also well established and embedded in the assessment process pertaining to early identification of unmet need.

The SAAVS (Surrey Appropriate Adult Voluntary Service) is commissioned by Surrey County Council providing support to children as required. The AA’s service has become streamlined with the YJS direction that children should have legal representation in every instance. More recently we have seen a slight increase in the use of the SAAVS service and Police data indicates this is due to a range of issues including parents being victims/witnesses/childcare issues, children out of force meaning longer travelling distance, more groups of children coming into custody and not giving Parents Details.

The quarterly bail figures for the last 12 months are outlined below with the majority of these requests occurring during the week:

Total

- 31/251 weekday bails
- 5/61 occasional courts
- 36/312 combined
- An average of 1 every 9 days (excluding Sundays and Good Friday)

The Tree House service is Surrey County Council’s name for its new way of supporting and caring for teenagers who are in care, or on the edge of being in care and who have complications, crisis, or risks in their lives. The Tree House service uses the No Wrong Door™ model devised by North Yorkshire County Council and partners to underpin its work. If there are concerns for a young person out of office hours who may be in custody, or where admission to care may be felt to be required the Emergency Duty Team should be contacted as per current arrangements. The EDT can then liaise with the Treehouse in respect of Surrey children about how they may be able to help with support, or as a last resort accommodation. Surrey YJS are in the process of developing communication links between No Wrong Door to help avert children in custody from entering the care system.



Remands

Surrey YJS are effectively utilising the Police, Crime, Sentencing and Courts ACT 2022 which introduced a significantly higher threshold for remand. This has been welcomed by the local Magistrates Court and they have responded well to guidance and recommendation from Surrey YJ Court team. The data for the last 2 years shows us Surrey have had low numbers of children remanded into custody over this period and this has been for the most serious of offences, the same applies to remand to local authority accommodation.

With an embedded culture of collaboration, we endeavour to communicate swiftly and effectively with other YJS's when 'out of area' children appear in Surrey's Court. Positive feedback from other Local Authorities demonstrates this is recognised and helping to support desired outcomes when considering the bail and remand of children on their behalf.

Use of custody

We have recently updated our PSR policy in light of the revised YJB case management guidance and Child First approach. This has enabled us to support Magistrates to understand the lived experience of the child and layers of complexity that leads to offending behaviour. This has enabled the YJS and Court to support PSR recommendation proposing a more bespoke and robust alternative to ISS, to support children with complex needs whilst managing risk in the community. Feedback indicates this has been received well by Magistrates, Crown Court Judges and Practitioners alike. PSR training has been provided for all relevant staff across the TYS Service areas and will continue to be offered as part of our long-term development plan.

Custody is always last resort for children entering the criminal justice system and a desire to keep children away from the secure estate and rehabilitated in the community is a vision shared by Surrey YJS and our local Court. This is reflected in the custody data which has already been covered in section 9 under Performance. Further detail is contained under section 11 'Standards for children in the justice system' below.

*See section 11 below for further detail.

Constructive resettlement

We updated our local Resettlement Policy in line with the revised YJB case management guidance for youth justice services to ensure we have continued to strengthen our process in assisting children at the point of resettlement. Working with our partners in children's service and/or Probation to ensure suitable accommodation is identified at the earliest opportunity to support a robust resettlement plan is a priority. However, limited resource means this has proven problematic over the past year and developing a shared understanding and timely response is an area for development moving forward. Surrey YJS are working closely with children's social care to consider more co-ordinated planning around this area.

In order to support children who turn 18 whilst in custody, we are in the process of developing our transition protocol with the Probation Service. This planning process will occur in partnership with Probation via 'transition panels', so that everyone involved with the child is able to feed into the transition and ensure complex needs are managed and sustained beyond their 18th birthday. Surrey YJS are also keen to retain case management responsibility where appropriate, even beyond the young person's 18th birthday to ensure continuity and a level of support aligned with the Child First approach. As we know, functioning age can often be below a child's chronological and developmentally children having spent time in the secure estate are often unequipped to deal with the demands and cultural shift the adult Probation service brings upon their release from custody. Complex SEN, trauma, and ACE's only service to compound this challenge.

11. Standards for children in the justice system

An in-depth National Standards self-assessment was completed by Surrey YJS in 2020 reflecting the expectations of the YJB in the 'Standards for children in the youth justice system 2019' guidance. Subsequently the Central YJS team facilitated a presentation and training to the wider YJS in 2021 to provide an in-depth overview of the 5 standards, how each are applied in practice and the YJS accountability pertaining to each. This training was not delivered in isolation and now forms part of the induction for new staff coming into the service.

Over the following year, the quadrant TYS teams were asked to facilitate their own reflections/self-assessment around their use of the standards in practice and to identify 'what's working well' and 'what needs improving'. In addition, the HMIP inspection undertaken at the end of 2021, provided oversight for the delivery of these national standards with all of the domains rated as either 'good' or 'outstanding'.

The areas assessed as needing particular attention at the time were Standards 4 and 5. Below are some examples of where we have made progress over the last 12 months:

Standard 4: in secure settings

- Surrey continues to have very low numbers of children either on remand or sentenced to custody. However, we recognise the critical importance of ensuring that standards are met for these children and that staff need to feel supported to deliver high standards.
- For this reason, we have identified a small core group of practitioners across the county to work with children who are in custody. This has allowed them to build their knowledge and experience in this area. The Seconded Probation Officer was able to offer co-working opportunities to all of these practitioners to support their understanding of the processes involved to ensure a consistent and high-quality approach across the quadrants. This role is currently being covered by the Post Court Team Manager.
- The YJ ETE leads have a clear process in place for supporting children in custody with accessing education, ensuring that EHCPs are implemented or applied for, and planning for release.

Standard 5: on transition and resettlement

- Transition to Probation – already outlined under 'constructive resettlement' section above
- Education Transitions – these are closely monitored by our YJ ETE Leads who are directly linked in with education colleagues and specialist ETE forums/meetings across the county to ensure that a co-ordinated approach takes place for children who will be particularly affected by the transition between provisions.
- Emotional Health – our seconded emotional health nurse similarly oversees and co-ordinates mental health support for children in the YJS to ensure that there is a joined-up approach and that children don't 'slip through the net' as they move between the different services. The nurse will work directly with some children in order to prepare them for accessing a specialist service, particularly if there are waiting lists for support.
- As Surrey operates within an integrated model, there are already processes in place for step-up and step-down support between children's social care and early help provision. The opportunity for joint supervision where both a YJ practitioner and a social worker are involved with the child enables a more co-ordinated approach to the professionals working with the child.

Surrey had intended to undertake a further National Standards self-assessment in early 2023. However, after seeking guidance via the YJB we were made aware that a new self-assessment tool was due to be launched as the 2019 was only assigned a 3-year life cycle. As a result, we have postponed our assessment until the tool is made available, which we understand is imminent. This will provide up to date insight into the current 'state of play' for Surrey YJS and direction of travel pertaining to the standards moving forward.

12. Workforce development

Given the integrated approach to our service and the range of practitioners who case manage youth justice outcomes in Surrey, we ensure that our YJ Skills and Training Plan provides a detailed overview of the learning and development opportunities required for each level of youth justice practice. This includes a combination of videos, classroom learning, shadowing, management supervision and practice opportunities. New staff have a sequenced approach to their development, initially focusing on early help practice and then building on their knowledge and experience to deliver youth justice interventions. Peer mentoring and shadowing by more experienced staff is widely promoted alongside more formal training.

The central youth justice team have oversight of the learning and development for youth justice and a member of the management team will meet with new staff as part of their induction and provide guidance around what training opportunities they need to prioritise. The integrated model ensures that staff across the service have access to the Surrey Children's Services Academy which provides a wide range of opportunities for development in areas such as contextual safeguarding, motivational interviewing, special educational needs, trauma-informed practice, and restorative approaches. This enables staff to have core skills and knowledge in these areas alongside embedding more youth justice specific training.

In addition, there is a monthly service wide meeting for all youth justice staff where there is an opportunity for presentations to enhance practice and develop an understanding of wider services. Over the past year there have been presentations in relation to speech and language, ETE processes and practice, family group conferencing, victim practice and user voice. The themes of the meetings are agreed by the central YJS team in consultation with the wider service and from looking at data trends in order to identify need.

An example is the consideration of data that indicates over 60% of children assessed in the youth justice service require a communication passport due to their speech, language and communication needs (SLCNs). Whilst training had already been completed with staff around the identification of these needs, it was recognised that staff would benefit from more practical strategies for their direct work/communication with children and some greater understanding around how they could apply the communication passport in practice.

In response to this feedback from practitioners, the seconded Speech and Language therapists (SLT's) developed a workshop with ideas and approaches for practitioners to use in sessions and gave examples of how these could be applied. In addition, the SLTs were regularly identifying that emotional regulation was an area of difficulty for the children we work with, and practitioners identified that this was an area with limited resources in terms of being adapted for children with additional needs or SLCNs. Therefore, the SLTs developed an emotional literacy pack and worked with a small group of practitioners to trial and adapt the resources with some of the children they were working with. This was then followed up with a presentation to all staff around how to deliver the variety of exercises to children.

Given the findings and recommendations from the 2022 HMIP inspection outcome, we have been focusing on the development of our risk assessment and management practices over the last 12 months and into 2023/24. We have worked in partnership with our FCAMHS colleagues to roll out case formulation training across the service for all practitioners and managers in order to further develop their understanding and assessment of risk for children using the risk formulation model and providing assessors with a flexible, systemic framework. This has provided an additional tool to enhance their thinking around holistic risk assessments for the children we work with. Alongside this we have been reviewing our oversight of risk management by enhancing the High Risk and Vulnerability Panel and developing a workshop to support contingency planning and refresh skills around risk assessment. This whole day face to face training is due to be delivered to staff in the autumn of 2023. This will be led by our YJ post-court team manager who has extensive experience in risk management, including the chairing of MAPPA meetings. Once the training is completed, we will be undertaking an audit to look at the progress of risk assessments and risk management plans within Asset+ and our OOC.

The increase in concerns around serious youth violence nationally has led to close monitoring in Surrey. In recognition of the risk associated with knife crime and associated offending, Surrey YJS has taken the decision to adopt a county-wide knife crime prevention programme 'behind the blade'. The resources can be used for both pre and post Court intervention plans. A number of practitioners across the YJS have been identified to complete the training with the roll-out of the programme due later in the year.

Disproportionality training will be a priority for all YJ staff involved in Surrey's youth justice case work to address this on-going challenge and concerning data trends already highlighted throughout this plan. We will be investing in an external training provider whilst developing our own in-house resource for continued learning and development as a culturally competent service invested in anti-racist practice principles. Gypsy, Roma, and Traveller (GRT) cultural awareness training is also being developed as part of an in house offer via Surrey's Equality and Diversity lead.

We are connected with wider national learning and development opportunities, which includes connecting with other YJS's via forums in particular specialisms such as ETE and restorative practice. Our shared whole service communication channels allow for any national training opportunities to be readily shared and promoted. National or regional updates are also shared as part of YJ Service meetings. There has been a commitment in Surrey for 4-6 practitioners per year to undertake the Youth Justice Effective Practice Certificate, which provides further opportunities for development and progression.

Our skills audit cycle will continue and our Learning and Development plan for 2023/24 is in place, whilst Surrey YJS vision is aligned with the YJB's strategic approach to 'promote sector-led practice development and strengthen ways to disseminate what is known about working with children across the youth justice sector and beyond'. The YJB 2023-2025 Workforce Development Strategy for the Youth Justice system also feeds into our planning process.

13. Evidence based practice, innovation and evaluation



Surrey YJS practice framework

Improving outcomes for children and young people using:



We are committed to using strength-based models of practice and raising the awareness of adverse childhood experiences (ACE's) and the devastating impact they have on children fulfilling their future potential. We use trauma informed practice and restorative approaches to build stronger, positive relationships which encourages desistance. The local authority has invested in a comprehensive restorative practice training package which all youth justice practitioners undertake as part of their induction. In addition, this year, Surrey mental health services have facilitated multi-agency trauma-informed practice events, which have not only increased the understanding of the values and principles of this approach, but provided practical examples and tools to ensure that practitioners can apply this in practice. Five Surrey youth justice staff completed the Trauma Informed Effective Practice

Award in 2022 and have presented to the wider service meeting and continue to share relevant resources to support their colleagues in this area.

It is important to recognise the cross-cutting nature of mental health and well-being and its intrinsic link to all areas of vulnerability....In partnership with public health Surrey, NHS organisations, local authorities and all relevant partner agencies Surrey Police have a responsibility to work together as a system to support children and young people to have the best start in life at home, in education, with friends and in their community. A fundamental element of having this best start is their emotional wellbeing and mental health. The Surrey Healthy Schools approach aims to join up our culture and practice through strengths based and trauma-informed practice working closely with Surrey Police Youth Engagement Officers. (Superintendent Mel Golding: Child Centred Policing)

In recognition that forming trusting relationships is at the heart of both of these approaches, relationship-building is often one of the first objectives to be included in our intervention plans. It is not an assumed task but at the heart of our work with all children. By getting alongside and working 'with' children and their families, we encourage them to take responsibility for their plan and identify what they think they need support with and how this can be achieved. We promote children's individual strengths and capacities as a means of developing their pro-social identity for sustainable desistance from offending and problematic behaviours. Non-compliance is considered within the context of the child's experiences of trauma and additional needs – practitioners reflect with the professional network and the child/family about the ways in which interventions and approaches can be adapted to engage the child more effectively.

We also use restorative approaches to support children to take responsibility and make amends for their actions. We recognise that many of the children we work with have also been harmed by others and that acknowledging their own experiences of being a victim will provide an opportunity for them to move forward.

Motivational Interviewing (MI) is an evidence-based approach to changing behaviours, focusing on exploring and resolving ambivalence and centres on motivational processes within the individual that facilitate change. There is a rolling training offer to all staff in children's services.

Child exploitation (CE) workshops have just gone live and are open to the children's partnership. Surrey Police in partnership with YJ Missing and Exploitation lead have agreed to support the delivery of the workshops in addition to Surrey's training Academy. This offer's a Surrey perspective of CE and safeguarding responses as part of a wider external training offer commissioned by the Academy for 2023.

The Youth Offer work to deliver the Skill Mill, an award-winning programme of 6 months paid work for young people over the age of 16 who have direct experience of the criminal justice system, and where it has been identified that paid employment would be a protective factor. Access to this valuable opportunity is via a supported interview with 4 places available every 6 months. The data indicates this serves as a protective factor and contributes to a reduced risk of recidivism.

Professionally qualified Youth and Community Workers Commissioned by Surrey and Border Partnerships to sit within the CYP Havens have since been repositioned within the Youth Offer to develop new service provision through an active research approach and methodology. This involves a drop in, and wellbeing service and the delivery model is alongside colleagues from the voluntary sector (Learning Space) and SCC user voice participation team. There are crisis support lines in operation to support children with presenting mental health needs whilst The Forest School accepts appropriate referrals for the support of vulnerable children with mental health and emotional need including those in tier 4 services.

In partnership with our FCAMHS colleagues, staff have been supported in developing their risk analysis skills via case formulation training. This has been undertaken by all staff undertaking YJ casework including our out of court disposals. The training has looked at both the theory of risk and the 5Ps case formulation model whilst including a 'live' case formulation giving practitioners an opportunity to put their learning into practice. FCAMHS deliver bi-monthly risk clinics which provide an additional opportunity for YJ practitioners and managers to further reinforce their learning and development around risk assessment using tools such as 'The Structured Assessment of Violence Risk in Youth' (SAVRY).

In collaboration with our court colleagues, Surrey have updated the format of our Pre-sentence Report (PSR) templates to ensure that the assessment of the child is at the forefront. This seeks to ensure a holistic view and understanding of the child's journey and lived experience prior to considering their offending behaviour.

The relationship between the YJS and the Courts continues to go from strength to strength. There is a quarterly meeting between the chair of the youth bench, lead legal advisor, YJS manager and court co-ordinator, which provides the opportunity for the sharing of practice/service updates across the partnership and a reflective space to consider improvements and strengths. The YJS have also been invited to present at the Youth Panel Meeting both times they have been convened in the last year. Presentations have been undertaken by practitioners, managers and seconded staff and have included the 'Child First' approach, developing identity with the children we work with, communication passports, the updates to the PSR template, and information about the out of court disposal process.

'My thanks for your presentations which gave such clear explanations of current issues and the ways in which the service is tackling them. With over half our youth magistrates being relatively new, giving a clear idea of what you provide and the thinking behind it is crucial and was extremely helpful' (Chair of the youth bench)

The magistrates have really embraced the development of our speech and language support, and feedback from the court duty officers is that the many of the magistrates are putting their learning into practice within the court arena and this is having a positive impact on the experience of children. In the next year, we are looking to offer learning and development opportunities around speech and language to a wider group of court users including legal advisors and solicitors. The congruence rate remains high for the sentence proposals made in PSRs and this is another reflection of the court's confidence in our practice.

'The YJB is committed to identifying and promoting evidence-based practice across the whole of the youth justice system to ensure that work with children, families, victims, and the wider community is effective, and evidence led. 'We recognise that the sector is best placed to develop the potential in people, systems, processes, and practice, so a child's experience of the system is the best it can be. We see it as part of our role to provide our sector partners with the most up-to-date and accessible evidence of effective ways of working. We will work towards an approach that is open, innovative, and collaborative, and actively seeks learning and expertise across all partners – this includes incorporating the voice and experiences of children and their supporters'

14. Service development

*The following plan makes reference to the YJB strategic plan as stipulated in the 2023 completion guidance.

Service development plan 2023/24

Key Priorities	Time scale	Next steps
QA, Audit and Performance		
Utilise revised YJB tool and complete self-assessment pertaining to YJ standards for children	ASAP	<p>Assessment process to be initiated swiftly following imminent release of revised YJB tool</p> <p>Ensure findings of self-assessment are shared and understood by all those involved in YJ governance, management and front-line service delivery, leading to an agreed action plan with shared ownership and accountability to progress</p>
Develop a robust performance management framework to strengthen and sustain a culture of accountability for YJ case work and delivery across the county	Aug 2023	<p>Continue to convene as a TYS/YJ management team monthly to assess and respond to tableau data pertaining to timeliness of assessment completion, frequency of management oversight and HPAT engagement rates</p> <p>*Thematic audit is already underway to assess consistency of management oversight and develop a uniform template to support alignment across the county</p> <p>'Performance Management Action Plan' will be submitted for perusal by the SYJB</p> <p>In August 2023 AD's will move to a new service led structure in place of the current quadrant model. The TYS Service holding responsibility for case work delivery will report to one AD enabling streamlined oversight of the YJS</p>
Review and strengthen the existing integrated Quality Assurance Framework and develop YJ audit tool in partnership with Surrey's Quality and Performance Service and Practice Standards lead	July - Sep 2023	<p>YJ/TYS Managers to meet with Quality and Performance Service to agree framework</p> <p>Thematic audit cycle to be informed by QA findings, performance data, self-assessment, and direction from Surrey's SYJB</p> <p>Emphasis on Asset+ and assessment of the three risk domains</p>
Ensure Surrey's YJ case management system and local process is fully mobilised to capture data and accurately report on the new KPI data as per YJB requirements	July 2023	<p>Data and Performance colleagues will assist with data cleansing and quarterly submission</p> <p>The YJB Youth Justice Oversight Framework pertaining to the new KPI data will provide a revised framework of accountability</p>

		TYS and central YJS to co-ordinate business support function to ensure streamlined approach and support to input data as required
Data pertaining to HPAT completion rates to be reviewed quarterly to ensure unmet health needs, pathway planning and communication passports are consistently offered to children and progressed as required		YJ Central Team to co-ordinate with Health colleagues
Practice development		
Surrey YJS annual skills audit cycle will continue and help inform our evolving Learning and Development plan which has been finalised for 2023/24. Surrey YJS vision is aligned with the YJB's strategic approach to 'promote sector-led practice development and strengthen ways to disseminate what is known about working with children across the youth justice sector and beyond'	April 23 – March 24	YJ management team to mobilise training plan The central YJS will be delivering risk and contingency plan training in 2023, this will be reviewed periodically as part of an on-going audit cycle to measure effectiveness
Establish regular practice development groups with representation across all TYS services areas, to enable shared learning opportunities and promote a cohesive, embedded practice model	Aug 2023	Nature of groups and areas of focus will be dictated by local and national priorities
Missing, Exploitation and SYV		
Surrey YJ Central Team will work closely with partners who make up the Serious Violence Operational Group and contribute to an evidence-based analysis of the causes of serious violence, informing the local strategic needs assessment (SNA).		YJ management team will continue to attend and actively participate in the fortnightly meetings pertaining to local needs assessment. Serious offence data indicates an increase amongst certain demographics and requires further analysis via the disparity working group but also cross over with the above
A thematic audit re children open to YJ across the Northeast of the County has been completed in partnership with Missing and Exploitation lead and TYS. The		Continued contribution to thematic audits pertaining to exploitation and SYV Learning to be shared accordingly

findings from the dip sampled cases will be shared to support the learning and development of services supporting children in crisis.		
Missing and exploitation leads to provide an extended training offer including TYS, YO, Foster Carers and Children's Homes to education our partners around missing, exploitation and serious youth violence.		Missing and Exploitation lead in the West is scheduled to deliver Child exploitation (CE) workshops to children's partnership alongside Surrey Police CE 'Induction pack' for new staff to be revised with consideration given to implementation via Surrey's online hub Regular consultative space to be made available providing advice, guidance and consideration of emerging concerns
Process needs re-establishing to capture lived experience of children carrying weapons or exposed to weapon related offending in their community		To be discussed at SYJB and partners in Surrey safer Communities team
Service User Voice		
In line with YJB strategic plan and Child First approach, Surrey aims to ensure voice of the child, family and practitioner are fed into the Pre Court JDMP prior to decision making in every instance	Oct 2023	Transition from Surrey's EHM pre-Court assessment to 'Asset short' YJ management team to work closely with TYS Service to realign case allocation processes and enable operational change to accommodate
Establish a quarterly Youth Board to enable voice of our service users, ensuring children's views are fed into our SYJB, service planning and delivery Develop and streamline wider processes in place to consistently capture feedback from child, parents and carers, relaying their lived experience of the YJS	Aug 2023	YJS/Youth Offer professional led service user group will convene regularly from June 2023 to co-ordinate this county wide objective
Disparity and Over-representation		
Surrey YJS to address over representation within our cohort, promote anti racist practice (as per HMIP's effective practice guide),	On-going	Commission and deliver disproportionality training for all staff involved in Surrey's YJS delivery

<p>demonstrate cultural competence and reduce the risk of discrimination impacting on a child's journey through the criminal justice system</p>		<p>A commitment from the YJ management team and Senior Leaders on the SYJB to attend disproportionality training</p> <p>Convene quarterly disparity working group involving key partners to develop a robust action plan addressing concerns pertaining to children overrepresented in Surrey YJS</p> <p>Data and Performance team to provide up to date local data and via YJB disparity tool kit to inform analysis and priorities moving forward. Greater analysis of ethnic categorisations required at both local and regional level</p> <p>Consider strategic and operational responses to target resource and support those sections of the community who are most effected</p> <p>Analyse data from non-admissions scheme to measure effectiveness and impact</p> <p>Consult children to understanding their lived experience of the criminal justice system, ensuring there is shared recognition, understanding and response to over representation amongst our cohort</p> <p>Form a sub- group made up of Team Managers and front-line staff to feed into analysis through use of qualitative data, consider localised response given large geographical area covered in Surrey</p> <p>Ensure to disseminate learning from the disparity working group and sub-group with the wider YJ service, relevant partners and SYJB for governance and oversight</p>
<p>To work with our Magistrates and colleagues in Court to support learning and development opportunities pertaining to disproportionality and over representation.</p>		<p>YJ central team to broach with Magistrates as part of quarterly Court user group meetings</p> <p>Continue to promote best practice and child first language in PSR reports to guard against issues such as adultification, ensuring children as seen as children.</p>
<p>Continue in our attempt to recruit and diversify the pool of Referral Order panel volunteers and reflect the demographic in Surrey's local community.</p>		<p>YJ central team to work in partnership with Equality and Diversity lead, liaise with Surreys Minority Ethnic Forum and Surrey Gypsy Traveller Communities Forum.</p>
<p>Review and evaluate effectiveness of Surrey provision developed as a direct response to the rise in females entering the criminal justice system in Surrey over the past 3 years</p>		<p>Liaise with Youth Offer and YJ ETE leads to assess the range of projects on offer and feed into the evaluation process</p> <p>Complete thematic audit pertaining to girls lived experience in the YJS, as directed by the SYJB</p>

Reducing Re-offending		
Data indicates clear trends on times frames when children are most likely to re-offend in Surrey. This has enabled us to identify 'critical' periods where a child may benefit from greater support to reduce the risk of recidivism. Targeting this will be a focal point for the YJS and Youth Offer moving into 2023/24.	June 2023	Explore next steps as a management team and wider service
Secure settings and Transition		
Develop Transition protocol with the adult Probation service and review case management responsibility for young people past their 18 th birthday. This is in line with a Child First approach considering young adults through as trauma informed lens and promoting consistency and continuity of care.		Central YJ post Court team will develop in partnership with Probation ETE leads will continue to work closely with the secure estate to ensure ETE provision meets needs of the child whilst in custody and upon release as part of the resettlement plan. This will include those post 18.
Develop partnership links with No Wrong Door, Gateway and Childrens Services to address resource challenge pertaining to availability of remand beds.		Review Joint Accommodation Protocol with senior partners
Diversion		
Develop 'Engage' expansion in partnership with the Police and Youth Offer Service as part of Surrey's diversionary offer and response to children in police custody.		Targeting all children including those not previously known to services and deemed as exposed to or at risk of extra familial harm.
Education		
Create opportunities for reengagement in mainstream education and /or on to sustainable training and employment Align systems and processes so children who offend whilst 'NEET' are identified early		The YJS are working closely with education colleagues to address these issues and are a key partner the table for the Alternative Provision Strategic board and SALP board focusing on exclusion. AD for Inclusion and Additional Needs is a member of the SYJB helping to provide governance and ensure parallel planning in relation to these issues. This will enable the development of an inclusion framework for those children most at risk of exclusion.

Develop consultation window with a wider range of Surrey's education providers so children on the cusp of or open for YJ intervention and at risk of exclusion, are considered prior to decisions being made		YJ ETE leads will continue to work with the Youth Offer Service to seek pathway back into ETE, access projects and access support from our Speech and Language colleagues/resource.
Victim Support		
To build and strengthen our existing offer for those who've been harmed by offending behaviour by developing creative and innovative ways to increase levels of engagement and participation		<p>Redirect resource to develop a new project to ensure child victims can access trauma informed support and bespoke interventions to meet their individual needs</p> <p>Develop a young victims project which is currently seen as an area to strengthen and part of our offer to children who have experienced harm</p> <p>Steps to increase consultation and factor victims voice into developing pathways for restorative interventions, both indirect and direct</p> <p>Develop the existing victim safety planning process to ensure collaborative input from practitioners and regular review</p> <p>Measure victim satisfaction rates and provide data sets to track effectiveness of support on offer</p>

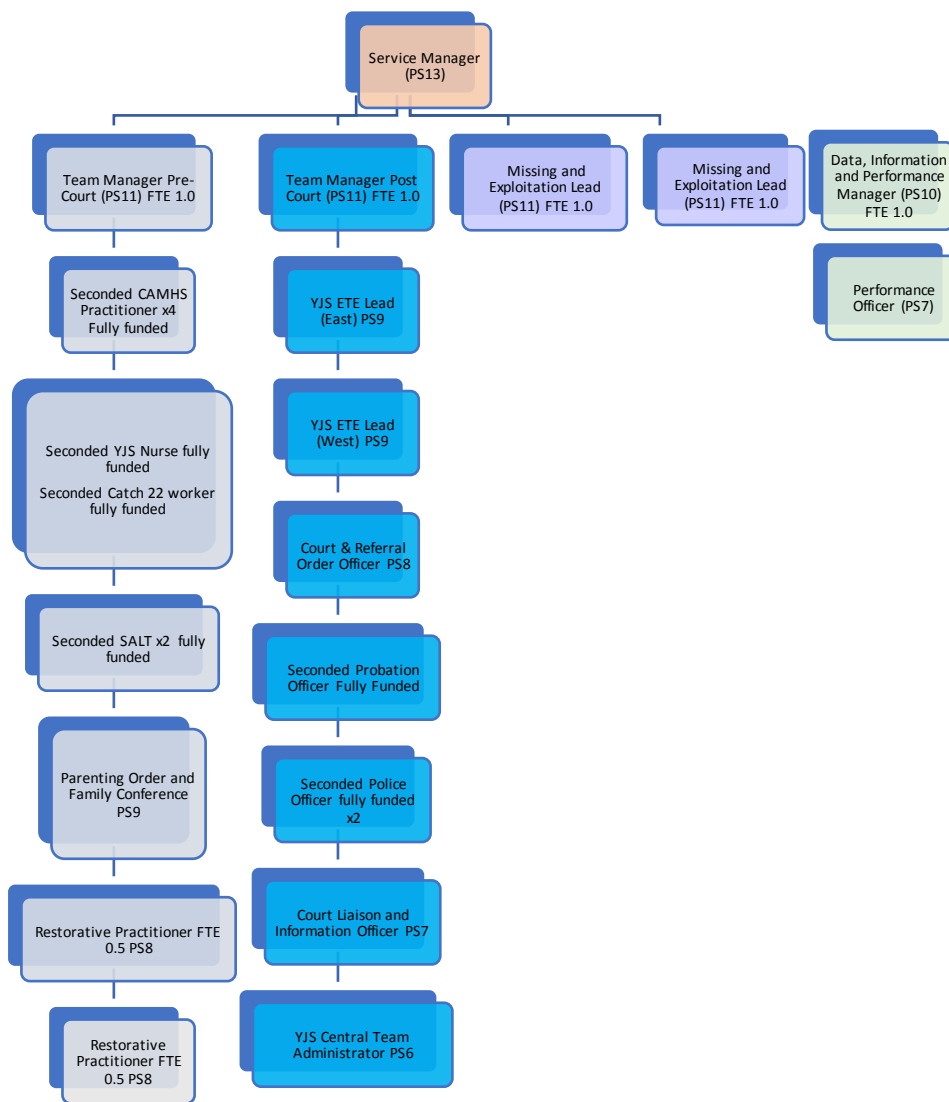
Challenges, risks and issues

Description	Mitigation
<p><u>Challenges pertaining to the new KPI reporting framework in 2023/24:</u></p> <ul style="list-style-type: none"> • some of the required data is currently held on multiple systems which requires 'streamlining' and resolving issues of data compatibility • the YJ CMS requires configuration and support from system provider 'Servelec' which has now been delayed until July • a process of learning and development for business support managers and practitioners to ensure all new data requirements are met on a quarterly basis • it appears some reporting options are open to interpretation and these needs managing to avoid inconsistency 	<p>Regular meetings with data and performance colleagues to address this challenge</p> <p>Data and performance colleagues attending KPI webinars and forums for troubleshooting</p> <p>Training handbook being developed for staff to support data input</p> <p>Presentation to SYJB and staff during YJ service meeting scheduled for June 2023</p>

<ul style="list-style-type: none"> • interim window prior to full system functionality meaning manual tracking via spread sheet and data transfer once the system can accommodate • training new staff to use Core Plus in order to record pre-Court case work data which is currently held with in LCS 	
<p><u>Education</u></p> <p>Lack of suitable provision especially ‘roll on roll off’ outside of term time</p> <p>Establishing ‘hours attended’ for new education KPI is problematic for alternative education providers across the county.</p> <p>Transition - Supporting children into new provisions/at change of key stage or provider</p>	<p>Continued work with wider NEET network and post 16 providers</p> <p>Consulting education department and inclusion and will raise challenge at June’s SYJB</p> <p>Continue to monitor ETE provision for children in custody with early collaborative planning where possible</p>
<p>Reducing school exclusions is an ongoing challenge which causing social isolation and increased risk of offending/re-offending</p>	<p>ETE leads continue to work closely with colleages in the education department to monitor schools exclusions and identifying those at risk. The Inclusion Framework remains under development, and this will remain a focus with strategic partners.</p>

Appendix 1: Staffing Structure

Central Youth Justice Team



B7: Staffing of the YOT by contract type; No. of full-time equivalent staff

Type of Contract	Strategic Manager (PT)	Strategic Manager (FT)	Operational Manager (PT)	Operational Manager (FT)	Practitioners (PT)	Practitioners (FT)	Administration (PT)	Administration (FT)	Sessional	Students/trainees	Referral Order Panel Volunteer	Other Volunteer	Total
Permanent		5	1.8	17	12.75	66		3	1		0	0	106.6
Fixed-term										2	0	0	2
Outsourced											0	0	0
Temporary											0	0	0
Vacant					0.5	3					0	0	3.5
Seconded Children's Services											0	0	0
Seconded Probation											0	0	0
Seconded Police					0.75	1					0	0	1.75
Seconded Health (Substance misuse)						1					0	0	1
Seconded Health (Mental health)						1					0	0	1
Seconded Health (Physical health)						1					0	0	1
Seconded Health (Speech/language)					1						0	0	1
Other/Unspecified Seconded Health											0	0	0
Seconded Education						2					0	0	2
Seconded Connexions											0	0	0
Seconded Other											0	0	0
Total	0	5	1.8	17	15	75	0	3	1	2	0	0	119.8
Disabled (self-classified)	0	0	0	0	0	2	0	0	0	0	0	0	2

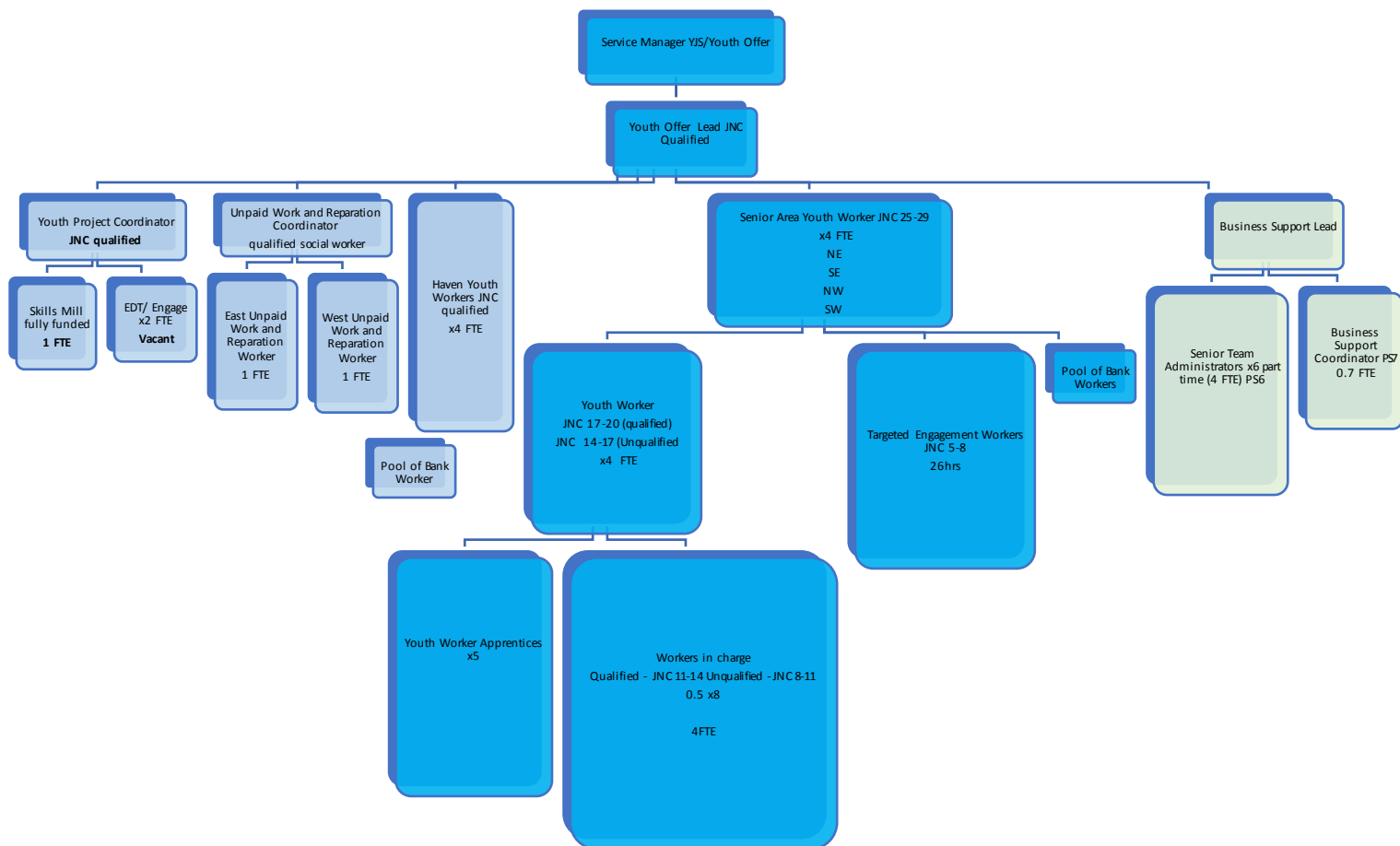
B8: Staffing of the YOT by gender and ethnicity; No. of individual people

Ethnicity	Managers Strategic		Managers Operational		Practitioners		Administrative		Sessional		Student		Referral Order Panel Volunteer		Other Volunteer		Total		
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	
Asian						2						1						0	3
Black						3												0	3
Mixed								1										0	1
White	5		4	15	17	72		2		1		1	4	10				30	101
Any other ethnic group						1												0	1
Not known						1												0	1
Total	5	0	4	15	17	79	0	3	0	1	0	2	4	10	0	0	0	30	110
* Welsh Speakers	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

* Welsh YOTs only

The Youth Offer Service

Due to the integrated delivery model and Youth Offer's integral role in supporting YJ priorities, the service structure has been included for perusal.



Financial Resources

<i>Agency</i>	Staffing costs	Payments in Kind	Other Delegated Funds	Total
<i>Youth Justice Board</i>	767,702			767,702
<i>Local Authority</i>	1,351,018			1,351,018
<i>Police</i>	169,835			169,835
<i>Police & Crime Commissioner</i>	30,000			30,000
<i>Probation</i>	44,142	5,000		49,142
<i>Health</i>	165,513			165,513

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OFFICER REPORT TO COUNCIL

MEMBER CONDUCT PANEL REPORT

KEY ISSUE/DECISION:

To notify Council of the outcome of a decision made by the Member Conduct Panel following a meeting on 22 May 2023.

BACKGROUND:

1. The Council's arrangements for handling complaints about Member conduct require the Director of Law and Governance in consultation with one of the Independent People to determine if a complaint should be referred for formal investigation.
2. Following an investigation, the Member Conduct Panel met to consider the investigation report and in consultation with the Independent Person, a final decision was made by the Panel which included notifying Council of the outcome of the investigation.
3. The decision has been published and is attached as an appendix to this cover report.

RECOMMENDATIONS:

That Council notes the decision sheet of the Member Conduct Panel of 22 May 2023 attached as an appendix.

Lead/Contact Officers:

Paul Evans, Director of Law and Governance
email: paul.evans@surreycc.gov.uk

Annexes:

Annex 1 - Notice of a decision by the Member Conduct Panel

Sources/background papers:

Arrangements for dealing with allegations of breaches of the Member Code of Conduct

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Decision Notice - Surrey County Council Member Conduct Panel 22nd May 2023.

The Member Conduct Panel (the Panel) of Surrey County Council met on the 22nd May 2023 to consider two complaints concerned tweets allegedly made by Cllr Lynch via the twitter account @TheLandlorduk. The complaints alleged that the content and language used in the tweets was in breach of the Council's Code of Conduct for Councillors.

The Panel, following consideration of the Investigating Officers report and representations made by the Investigating Officer and Cllr Lynch, and consulting with the Independent Person decided as follow:

1. Non-cooperation with a Code of Conduct investigation.

The Panel found that Cllr Lynch had failed to cooperate with the Investigating Officer and the Member Conduct Panel, by refusing to confirm or deny if he was responsible for the twitter account and tweets. This was a simple "yes" or "no" answer and fundamental to the matter being considered by the Panel.

The Panel found that Cllr Lynch's behaviour constituted a breach of paragraph 1.15 of the Code of Conduct which expressly requires a councillor to "cooperate with any Code of Conduct investigation and/or determination."

2. Content and language used in the tweets.

The Panel determined that on the evidence available to them, and on the balance of probabilities, Cllr Lynch was responsible for the twitter account and the tweets referred to in the complaints.

The Panel determined that the tweets were not published by Cllr Lynch when acting in an official capacity, as the tweets were not published in his name and did not make any direct reference to Cllr Lynch's role as a councillor or to the Council or its business. As the Code of Conduct only applies when a councillor is acting in the capacity of councillor, the Panel, regretfully, was not able to find that Cllr Lynch was subject to the Code of Conduct and in breach of its requirements for the content of the tweets.

3. Action required.

The Panel considered what action was required.

The Panel considered the failure to cooperate with the Investigating Officer and the Panel was a serious breach of the Code of Conduct. It showed contempt for the Nolan principles and the obligation for a councillor to be held to account, and a disregard for the Council's process for considering complaints. No mitigation was offered, and indeed, Cllr Lynch's actions had aggravated the circumstances of the breach displaying calculated behaviour to frustrate the process. In view of this, the Panel determined that it make a recommendation to the Leader of Cllr Lynch's political group, and to the Full Council, that Cllr Lynch is not appointed to any committee seat, or any other Council appointment on outside bodies or otherwise, for a period of 12 months.

The Panel further agreed to issue the following statement of censure.

The Member Conduct Panel (the Panel) of Surrey County Council met on the 22nd May 2023 to consider two complaints concerned tweets allegedly made by Cllr Lynch via the twitter account

@TheLandlorduk. The complaints alleged that the content and language used in the tweets was in breach of the Council's Code of Conduct for Councillors.

The Panel found that Cllr Lynch had committed a serious breach of the Council's Code of Conduct by not cooperating with the Investigating Officer or the Panel. Cllr Lynch showed contempt for the Nolan principles and the obligation for a councillor to be held to account, and a disregard for the Council's process for considering complaints.

The Panel found that Cllr Lynch was responsible for publishing the tweets.

The Panel found that the tweets had been sent from an anonymous account and did not make any direct reference to Cllr Lynch's role as a councillor or to the Council or its business. As such, the Panel had no option but to find that the tweets had not been sent when Cllr Lynch was acting in the capacity of councillor, and the Code of Conduct did not apply to this private behaviour. No breach of the Code of Conduct could therefore be found for the content of the tweets.

The Panel reached this conclusion with great regret, as any reasonable person would conclude the content of the tweets was shocking, offensive, and contrary to the expectations of how a councillor should conduct themselves in any capacity.

The Panel noted Cllr Lynch had previously been censured by the Council for breaching the Code of Conduct for sending offensive tweets and considered he had acted in a calculated way to avoid the provisions of the Code of Conduct and send offensive tweets on this occasion. The panel considered this conduct to be reprehensible.

For the breach of the Code of Conduct in not cooperating with the investigation, the Panel have recommended to the Council that Cllr Lynch is not appointed to any Council committee, or any other Council appointment on outside bodies or otherwise, for a period of 12 months.



OFFICER REPORT TO COUNCIL

AMENDMENTS TO THE CONSTITUTION: REPORT OF THE CONSTITUTION REVIEW GROUP

KEY ISSUE/DECISION:

It is the Council's responsibility to approve changes to the Council's Constitution.

This report sets out proposed changes to Part 3, Section 2 (Scheme of Delegation), Part 4 (Standing Orders) and Part 6 (Codes and Protocols).

These changes are brought to Council in accordance with Articles 4.04(b) and 13.01 of the Council's Constitution.

BACKGROUND:

1. Surrey County Council's Constitution was last reviewed in 2017. Significant change has occurred since then, including the impact of the Covid-19 pandemic, the Council's move of its headquarters to Woodhatch Place, and the introduction of remote meeting technology and agile working.
2. A cross-party, broadly politically proportional Constitution Review Group (CRG) was established in late 2022 and has met four times during 2023. The Group considered a number of issues which have been raised with Democratic Services in recent years by Members and officers.
3. Following the CRG's consideration of the issues, a briefing containing the group's suggested amendments was circulated to all political groups for discussion and consideration. The suggested amendments were also considered by the Audit & Governance Committee at their meeting on 5 June 2023.
4. The Audit & Governance Committee did not consider that any of the proposals would compromise the governance of the Council, and were supportive of the proposal regarding the route of approval for the Risk Management Strategy.

Length of Speeches

5. The CRG discussed whether the time allowed for response to the Leader's Statement at County Council meetings should be increased to 6 minutes for the leaders of opposition groups with more than 10% of the total Council membership. It was felt that this was more equitable than the current 3 minutes allowed given the Leader's Statement has no time limit. It is proposed that Part 4 of the Constitution (Standing Orders) be amended as set out in paragraph 6 below **(Recommendation 1(a))**.

6. Standing Order 18

Except with the consent of the Chairman, the following time limits will apply to speeches:

ORIGINAL MOTIONS

(a) The mover of a motion or an amendment (6 minutes) (A Member may not speak for more than 3 minutes unless he/she has a seconder).

(b) The Leader, Deputy Leader, appropriate Cabinet Member or the chairman of a committee speaking to the debate on a motion or amendment (6 minutes).

(c) The Leader, Deputy Leader, appropriate Cabinet Member or the chairman of a committee speaking before the mover of the motion or amendment replies to the debate (3 minutes).

(d) The mover of the motion either speaking to an amendment or replying to the debate (3 minutes).

(e) The mover of an amendment replying to the debate on the amendment (3 minutes).

(f) The seconder of a motion or an amendment (3 minutes).

(g) A Member speaking in the debate on a motion or an amendment (3 minutes).

OTHER BUSINESS

(h) A Member speaking on a paragraph of a Cabinet report or of a Committee report or on the Leader's statement or in a debate (3 minutes).

(i) The Leader or Deputy Leader or appropriate Cabinet Member or a committee chairman either making a statement on the introduction of a report or any particular paragraph, or replying to the debate on a paragraph of a report (5 minutes).

(j) *The Leader of the Council making the Leader's Statement (no time limit).*

(k) Leaders of political groups with more than 10% of the total Council membership in response to the Leader's Statement (6 minutes)

(l) Leaders of political groups with less than 10% of the total Council membership in response to the Leader's Statement (3 minutes)

~~(*)~~ **(m)** *The Leader of the Council in moving the reception of the Budget, or in replying to that debate (no time limit).*

~~(#)~~ **(n)** *Group Leaders speaking in the debate on the Budget (10 minutes).*

Member Questions at Council

7. The CRG discussed whether Deputy Cabinet Members could answer questions raised on their briefings to Council, as the Constitution was currently silent on this. It is proposed that Part 4 of the Constitution (Standing Orders) be amended as set out in paragraphs 8 to 11 below (**Recommendation 1(b)**).

8. Standing Order 9.3

Cabinet Members **and Deputy Cabinet Members** are encouraged, prior to the commencement of any ordinary meeting of Council, to submit to the Council a short written briefing of current events and issues relating to their portfolio.

9. Standing Order 10.2

In addition, Members may ask any Cabinet Member **or Deputy Cabinet Member** questions about a ~~Cabinet Member~~ briefing paper submitted in accordance with Standing Order 9.3 above.

10. Standing Order 10.3

Notice of questions on matters which are not included in a report to the Council or Cabinet Member/**Deputy Cabinet Member** briefing must be given in writing to the Governance Lead Manager by 12 noon four working days before the Council meeting, i.e. normally a Wednesday.

11. Standing Order 10.12

Questions submitted under SO10 will be managed as follows:

- All first questions submitted by Members will be taken first. Second questions will follow, then third questions and so on.
- Question time will be limited to 45 minutes.

- In addition, questions on Cabinet Member/Deputy Cabinet Member briefings will be limited to 15 minutes.
- Following the initial reply by the Leader, Deputy Leader, Member of the Cabinet or committee chairman, the Chairman will allow, at his/her discretion, a period of up to 5 minutes per question in which members of the Council may ask supplementary questions.

Public Questions at Committee Meetings – Supplementary Questions

12. The CRG noted that some members of the public raised supplementary questions at committee meetings that bore no relevance to their original question; the current standing order was worded in such a way that a chairman did not have the authority to refuse such a question. This was inconsistent with the position in regard to Member questions at committee meetings as set out in Standing Order 68.9, which states that supplementary questions must be relevant to the subject of the original. Bringing Standing Order 85.5 into line with Standing Order 68.9 would resolve this anomaly and make it clearer and easier for chairmen to advise the public. It is proposed that Part 4 of the Constitution (Standing Orders) be amended as set out in paragraph 13 below (**Recommendation 1(c)**).

13. Standing Order 85.5

Following the initial reply by the Leader, Deputy Leader or Cabinet Member or committee chairman, one supplementary question relevant to the subject of the original may be asked by the questioner. ~~The Leader, Deputy Leader or Cabinet Member or committee chairman may decline to answer a supplementary question.~~

Signing of an Attendance Register - Council

14. Changes in meeting practice resulting from the Covid-19 pandemic and the move of the Council's headquarters to Woodhatch Place have brought an end to the practice of Members signing a physical register of attendance. Instead, Members' attendance at Council meetings has been recorded by Democratic Services staff, which is in keeping with the advice given to principal councils in paragraph 11.4 of the 7th edition of *Knowles on Local Authority Meetings*. It is proposed that Standing Order 30 be amended to bring the Constitution into line with current practice and this amendment to Part 4 of the Constitution is set out in paragraph 15 below (**Recommendation 1(d)**).

15. Standing Order 30

~~Members will sign a register of attendance.~~ Democratic Services staff will record Members' attendance at Council meetings.

Standing when speaking at Council, for Procedural Motions and to call for a Recorded Vote; correction of mistakes during a Recorded Vote

16. The practice of standing when speaking was reinstated when Council meetings returned to the Council Chamber following the Covid-19 pandemic and the requirement for remote meetings/socially distanced meetings. In practice, Members who are unable to stand due to disability/medical reasons are not required to do so, but the current standing order does not make this explicit. From an accessibility perspective, this would be preferable and would send a positive message to prospective councillors with disabilities/medical conditions. The opportunity has also been taken to bring these Standing Orders into line with current practice by amending 'Chairman' to 'Chair' (in reference to the Chair of Council).
17. A further amendment to codify the procedure for correcting mistakes during the roll call for Recorded Votes. Members were advised that they had the right to change their vote up until all votes had been cast. If a Member did not raise an issue until all the votes had been cast, there is a danger that a vote could be manipulated.
18. It is proposed that Part 4 of the Constitution (Standing Orders) be amended as set out in paragraphs 19 to 21 below (**Recommendation 1(e)**).
19. **Standing Order 15.1**
When speaking, Members will stand **if they are able** and address the Chairman. A Member who is speaking will **immediately stop speaking and** sit down if the Chairman rises, or if another Member raises a point of order.
20. **Standing Order 23.2**
If the procedural motion is seconded and the Chairman thinks the motion is appropriate and, for procedural motions (a), (b) and (c), there has been sufficient debate, he/she will ask if the motion has the support of ten Members (including the mover and seconder), who will show their support by standing **or otherwise indicating clearly**. If fewer than ten Members **indicate their support** stand, the procedural motion will be considered as withdrawn.
21. **Standing Order 28.1**
Voting will be by show of hands and/or electronically unless, by standing **if they are able**, ten Members demand a recorded vote. Where a recorded vote is called, the names of those voting for or against the motion or amendment (or abstaining) will be recorded and entered in the minutes. **If a Member casts their vote incorrectly during a recorded vote, they must make this known to the Chair as soon as possible and before all votes have been cast.**

Member Conduct Panel Chairing Arrangements

22. The Monitoring Officer recommends that the current requirement for the Chair of Council to chair the Member Conduct Panel be removed. The rationale for this is to mitigate the risk of the Chair of Council being drawn into politically contentious complaints against Members which may jeopardise their political neutrality for the remaining duration of their term as Chair. There is no proposal to change the requirement that the Panel pool of ten Members includes the Chair and Vice-Chair of Council. It is suggested that the Member Conduct Panel instead appoints a chair for each meeting.
23. It is proposed that Part 6 of the Constitution (Codes and Protocols) be amended as set out in paragraphs 24 and 25 below **(Recommendation 1(f))**.
24. **Part 6(02) – Arrangements for dealing with allegations of breaches of the Member Code of Conduct, Paragraph 10**
The Member Conduct Panel is a cross-party Panel of Members of the Council ~~chaired by the Chairman of the County Council.~~ **The pool consists of ten Members, including the Chair and Vice-Chair of Council.** Any hearing will be conducted by three **Panel Members** ~~of their number, one of whom shall be the Chairman or Vice Chairman of the Council, who will chair the meeting. In the event that neither the Chairman nor Vice Chairman are able to chair the meeting the hearing will be conducted by three members of the Panel and the election of one of their number to chair the hearing will be the first item of business at the meeting.~~
25. **Part 6(04) Annex A – Member Role Profiles – Chair of Council Key Duties and Responsibilities, Paragraph 8**
~~To chair the Member Conduct Panel, handling complaints against Members in line with the Constitution.~~

Risk Management Strategy – Route of Approval

26. The Risk Management Strategy is included in Part 5 of the Constitution (Rules of Procedure). The Head of Strategic Risk has advised that any future amendments to the Risk Management Strategy are likely to be minor, and that it not a good use of Council's time or resources for it to approve such amendments. He further notes that Surrey County Council is unusual in including its Risk Management Strategy in the Constitution for final approval by Council.
27. The Audit & Governance Committee has the function of monitoring the effective development and operation of the risk management and corporate governance arrangements of the council, and reviews the strategy on an annual basis, making recommendations to Council on any amendments.

28. It is therefore proposed that the following amendment be made to Part 3, Section 2 of the Constitution (Scheme of Delegation), Paragraph 6.10(a) as set out in paragraph 29 below (**Recommendation 1(g)**).

29. Part 3, Section 2, Paragraph 6.10(a)

To monitor the effective development and operation of the risk management and corporate governance arrangements in the Council **and to approve the Council's Risk Management Strategy and any amendments to it.**

30. It is also proposed that Council delegates the approval of the Risk Management Strategy to the Audit & Governance Committee, with the document continuing to be included in Part 5 of the Constitution as agreed by the Audit & Governance Committee (**Recommendation 2**).

RECOMMENDATIONS:

1. That Council agrees the following amendments to the Constitution:
 - (a) The proposed amendment to Part 4 - Standing Order 18.
 - (b) The proposed amendment to Part 4 - Standing Orders 9.3, 10.2, 10.3 and 10.12.
 - (c) The proposed amendment to Part 4 – Standing Order 85.6.
 - (d) The proposed amendment to Part 4 - Standing Order 30.
 - (e) The proposed amendment to Part 4 - Standing Orders 15.1, 23.2 and 28.1.
 - (f) The proposed amendments to Part 6 – Codes and Protocols – (02) – Arrangements for dealing with Member Conduct, paragraph 10 and (04) Member-Officer Protocol Annex A – Member Role Profiles, Chair of Council Key Duties and Responsibilities, paragraph 8.
 - (g) The proposed amendment to Part 3, Section 2 - Scheme of Delegation, paragraph 6.10(a).
2. That Council delegates the approval of the Risk Management Strategy to the Audit & Governance Committee, with the document continuing to be included in Part 5 of the Constitution as agreed by the Audit & Governance Committee.

Lead/Contact Officers:

Paul Evans - Director of Law & Governance, Surrey County Council
paul.evans@surreycc.gov.uk

Sarah Quinn - Regulatory Business Manager, Surrey County Council
sarah.quinn@surreycc.gov.uk

Sources/background papers:

Constitution of the Council

County Council Meeting – 11 July 2023

REPORT OF THE CABINET

The Cabinet met on 30 May 2023 and 27 June 2023.

In accordance with the Constitution, Members can ask questions of the appropriate Cabinet Member, seek clarification or make a statement on any of these issues without giving notice.

The minutes containing the individual decisions for the meetings above have been included within the original agenda at Item 14. If any Member wishes to raise a question or make a statement on any of the matters in the minutes, notice must be given to Democratic Services by 12 noon on the last working day before the County Council meeting (Monday 10 July 2023).

For members of the public all non-confidential reports are available on the web site (www.surreycc.gov.uk) or on request from Democratic Services.

RECOMMENDATIONS ON POLICY FRAMEWORK DOCUMENTS

There were no reports with recommendations for Council.

REPORTS FOR INFORMATION / DISCUSSION

At its meeting on 30 May 2023 Cabinet considered:

A. SURREY COUNTY COUNCIL'S ADOPTION OF THE REVISED SURREY AGREED SYLLABUS FOR RELIGIOUS EDUCATION

The Agreed Syllabus for Religious Education must be reviewed by the local Standing Advisory Council on Religious Education at least every five years. Cabinet was asked to formally adopt the 2023 revised Agreed Syllabus for Religious Education in Surrey before it is recommended to Surrey schools.

It was AGREED:

1. That Cabinet formally adopts the 2023 revised Agreed Syllabus for Religious Education in Surrey.

Reasons for decisions:

There have been a number of changes in curriculum delivery, content and in guidance from the Department of Education since the existing syllabus was adopted in 2017, meaning it was no longer fit for purpose. The revision period has enabled a comprehensive engagement including the adoption of the recommendations from Ofsted in relation to curriculum design, set out as follows:

- It should be sequenced in such a way that the 'curriculum is the progression model'
- It should help pupils to make connections across their learning, build strong schemata.

- It should set out what it means to get better at RE in substantive, disciplinary and personal knowledge, across ages and stages of development.

There has been a complete review of the content by qualified teachers and the Advisor to the Surrey SACRE, and the revised syllabus can now be recommended to the Cabinet for teacher training and implementation from September 2023 and first teaching from September 2024. The action being proposed will have benefits for the residents of Surrey in as much as teachers will be able to begin a new academic year by teaching a more relevant RE curriculum that complies with national guidance, prepares young people well for examination courses in RE, and more accurately reflects the values and beliefs of citizens in this country.

At its meeting on 27 June 2023 Cabinet considered:

B. MODERNISING OUR LIBRARY ESTATE, LIBRARIES TRANSFORMATION - PHASE 1

This report set out the next stage of the modernisation of the Library Estate as part of the Library and Cultural Services Transformation programme. Cabinet approval was requested to release funding from the capital pipeline for investment to support the major transformation of four priority libraries within Phase 1 of the programme: Epsom, Redhill, Staines and Woking.

It was AGREED:

1. That Cabinet notes that the first phase of projects is presented as one single business case comprising four library property projects, with detailed information about each individual project provided via annexes, rather than individual detailed business cases per library.
2. That Cabinet Approves capital funding for:
 - The refurbishment of Epsom Library
 - The refurbishment of Redhill library
 - The refurbishment of Woking library
 - The relocation and refurbishment of the proposed new Staines Hub

The capital funding required for these projects is commercially sensitive at this time and is set out in the Part 2 report.
3. That Cabinet approves procurement of an appropriate construction contractor partner for the delivery of all associated services and an appropriate library design partner for the design and delivery of furniture, fittings, and equipment, in accordance with the Council's Procurement and Contract Standing Orders and the Public Contracts Regulation 2015.
4. That Cabinet agrees that, regarding the procurement of supply chain partners, the Executive Director for Resources and the Director of Land and Property are authorised to award such contracts, up to +5% of the budgetary tolerance level.

Reasons for decisions:

- The Library and Cultural services transformation programme has delivered significant benefits to residents since its strategy was approved in November 2019. This has included enhanced customer service, technology (PCs, Wi-Fi, and self-service) and improvements to some buildings leading to an increased range of events and activities. The next phase includes plans to develop modern libraries that are bright, inviting, flexible spaces. In doing so, it focuses on transforming the county's libraries to ensure they are all vibrant hubs, providing warm, friendly spaces where everyone is welcome. Developing modern libraries as community hubs supports the Council's commitment to Empowered and Thriving Communities and No-one Left Behind. It also closely aligns with and supports the Council's ambitions around towns and villages.
- This report seeks approval for capital funding at four priority locations: Epsom, Redhill, Staines and Woking under Phase 1 of the programme. These four libraries account for 23% of the visits with a population reach of circa 300,000 residents. Based on national evidence, we are projecting that investment in these sites will deliver a 25% increase in use at these libraries. It will also enable them to support a wider range of community and Council services by creating flexible, modern spaces with increased capacity for events and activities. This will facilitate cultural, social, economic, and learning outcomes, deliver agile working spaces for Surrey County Council staff, and reduce long term maintenance costs to the Council.
- Investment in these four schemes also aligns with Surrey's Greener Futures and Net Zero ambitions as it includes works to decarbonise and increase energy efficiency of the buildings.

C. WEYBRIDGE HUB REDEVELOPMENT

Cabinet was asked to approve capital funding to refurbish and extend Weybridge Library, a Surrey County Council owned asset, to create a multi-use service hub delivering a wider range of services and facilities, accessible to all Weybridge residents.

It was AGREED:

1. That Cabinet approves capital funding to redevelop Weybridge Library, extending the ground floor and refurbishing the existing building, to create a new multi-service hub. The capital funding required to redevelop the site is commercially sensitive at this time and is set out in the Part 2 report.
2. That Cabinet approves procurement of appropriate supply chain partners to deliver the design, build and fit out of the new building in accordance with the Council's Procurement and Contract Standing Orders and Public Contracts Regulation 2015, alongside other related legislation in force at the time.
3. That Cabinet notes that regarding the procurement of supply chain partners, the Executive Director for Resources and the Director of Land and Property are authorised to award such contracts up to +5% of the budgetary tolerance level.

Reasons for Decisions:

Approving the recommendations set out in this report will result in the following outcomes:

- Services delivered from the building will be improved, accommodating a wider range of services and facilities for Weybridge residents provided by the Council, public sector and third-party partners.
- Deliver a new, modern library and cultural provision which meets current and future needs of users and staff.
- Flexible and integrated public services, co-located in one building, accessible to all members of the community.
- Optimise and make best use of an existing Council asset.
- Create potential commercial opportunities and increase Council income from letting/hiring vacant space to third-party groups and partners.
- Improve the building's environmental performance, reducing energy use and carbon emissions.

D. SURREY INFRASTRUCTURE PLAN - PHASE 4 SCHEMES

Cabinet was asked to approve of a further phase of schemes to be implemented as part of the Surrey Infrastructure Plan Phase 4.

It was AGREED:

1. That Cabinet agrees the implementation of the Surrey Infrastructure Plan Phase 4 projects identified in this report and set out in Appendix 1, within the approved budget envelope, subject to the final business case for each scheme being approved by the Capital Programme Panel.
2. That Cabinet agrees to delegate the development and delivery of the schemes to the Executive Director of Environment, Transport & Infrastructure, in consultation with the Cabinet Member for Transport, Infrastructure & Growth.

Reasons for Decisions:

The recommendations will enable the continued development and delivery of infrastructure schemes that meet a wide range of outcomes and demonstrate deliverability and affordability. They enable the implementation of the fourth phase of schemes and the development of a continuous pipeline of projects that require further feasibility work. The process is intended to remain dynamic with new schemes added to the long list as they are identified. A continuous programme of

schemes will be developed taking them from concept through to delivery identifying suitable funding opportunities as they progress.

E. QUARTERLY REPORT ON DECISIONS TAKEN UNDER SPECIAL URGENCY ARRANGEMENTS: 13 May 2023 - 3 July 2023

The Cabinet is required under the Constitution to report to Council on a quarterly basis the details of decisions taken by the Cabinet and Cabinet Members under the special urgency arrangements set out in Standing Order 57 of the Constitution. This occurs where a decision is required on a matter that is not contained within the Leader's Forward Plan (Notice of Decisions), nor available 5 clear days before the meeting. Where a decision on such matters could not reasonably be delayed, the agreement of the Chairman of the appropriate Select Committee, or in his/her absence the Chairman of the Council, must be sought to enable the decision to be made.

The Cabinet RECOMMENDS that the County Council notes that there have been NO urgent decisions in the last two months.

**Tim Oliver, Leader of the Council
3 July 2023**

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**MINUTES OF THE MEETING OF THE CABINET
HELD ON 30 MAY 2023 AT 2.00 PM
AT COUNCIL CHAMBER, SURREY COUNTY COUNCIL, WOODHATCH
PLACE, 11 COCKSHOT HILL, REIGATE, SURREY ,RH2 8EF.**

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

Members: = Present

*Tim Oliver (Chairman)
*Natalie Bramhall
Clare Curran
*Matt Furniss
*David Lewis
*Mark Nuti (attended virtually)
*Denise Turner-Stewart
*Sinead Mooney
Marisa Heath
*Kevin Deanus

Deputy Cabinet Members:

*Maureen Attewell
*Rebecca Paul
Paul Deach
*Jordan Beech

PART ONE
IN PUBLIC

72/23 APOLOGIES FOR ABSENCE [Item 1]

Apologies were received from Clare Curran, Paul Deach and Marisa Heath.

73/23 MINUTES OF PREVIOUS MEETING: 25 APRIL 2023 [Item 2]

These were agreed as a correct record of the meeting.

74/23 DECLARATIONS OF INTEREST [Item 3]

There were none.

75/231 PROCEDURAL MATTERS [Item 4]

75/23 MEMBERS' QUESTIONS [Item 4a]

There were no Member questions.

76/23 PUBLIC QUESTIONS [Item 4b]

There were six public questions. The questions and responses were published in a supplement to the agenda.

With regards to her main question, Anna Sutherland asked that if Surrey SEND decision making panels were making legally compliant decisions then why were the independent SEND tribunals finding in favour of families in the

majority of cases. The Leader agreed for a written response to be sent to the questioner in the absence of the Cabinet Member for Education and Learning.

A supplementary question was asked on behalf of Louise Gannon. The question was when would the Cabinet Member for Education and Learning, Executive Director for Children, Families and Lifelong Learning and Director of Education and Lifelong Learning be willing to sit down with parents and engage with them on the ongoing and historical problems associated with the SEND department. The Leader agreed for a written response to be sent to the questioner in the absence of the Cabinet Member for Education and Learning.

With regards to his question Colin Pugh stated that despite all his complaints, the intervention of his local member, having to issue court proceedings and then finally for the council to realise its errors and apologise profusely, did the Cabinet consider this to be good service despite his son still not having provision for a post 16 school place. The Leader agreed for a written response to be sent to the questioner as soon as possible.

77/23 PETITIONS [Item 4c]

There were none.

78/23 REPRESENTATIONS RECEIVED ON REPORTS TO BE CONSIDERED IN PRIVATE [Item 4d]

There were none.

79/23 REPORTS FROM SELECT COMMITTEES , TASK GROUPS, LOCAL COMMITTEES AND OTHER COMMITTEES OF THE COUNCIL [Item 5]

There were none.

80/23 LEADER / DEPUTY LEADER / CABINET MEMBER/ STRATEGIC INVESTMENT BOARD DECISIONS TAKEN SINCE THE LAST CABINET MEETING [Item 6]

There were five decisions for noting.

RESOLVED:

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

81/23 CABINET MEMBER OF THE MONTH [Item 7]

The Cabinet Member for Finance and Resources provided the Cabinet with an update on the work he and the services he supports had been undertaking. The following key points were raised:

- The Cabinet Member stated that given both the pressures that the council faces and the large increase in demand for the services provided, to end the financial year with a slight surplus in our revenue budget was a positive outcome. The council was able to produce a balanced budget which protected the delivery of frontline services whilst limiting the Council tax increase to 2.99%.

- As far as the capital budget was concerned, there was a £12 million underspend against the reset budget. The service was looking to see how the council can improve forecasts for complex capital schemes.
- The Cabinet Member was a board member of the Additional Needs and Disability Transformation Board and explained that a large amount of work had gone into delivering the DSG high needs block safety valve agreement which was on track.
- My Surrey, which is the enterprise resource planning system and will replace the existing SAP system would be going live at the beginning of June. The Cabinet Member thanked all staff who had worked really hard and tirelessly to get the project to this stage.
- The council's internal audit plan was on track however it was disappointing that the 2021/22 statement of accounts remain unsigned by Grant Thornton due to national issues. It was explained that the council's external auditors would change to Ernst and Young from this financial year onwards.
- The Cabinet member was responsible for a busy portfolio that cut across all the Council's activities and thanked and acknowledged the hard work of staff.

RESOLVED:

That the Cabinet Member of the Month update be noted.

82/23 SURREY COUNTY COUNCIL'S ADOPTION OF THE REVISED SURREY AGREED SYLLABUS FOR RELIGIOUS EDUCATION [Item 8]

The report was introduced by the Deputy Leader and Cabinet Member for Communities and Community Safety who explained that the agreed syllabus for religious education had been agreed by Surrey SACRE. The syllabus had been reviewed by qualified teachers and the advisor to Surrey SACRE. There had been positive changes to the syllabus meaning the new syllabus was more relevant and compliant with good practice in RE teaching across England. The agreed syllabus for RE would be introduced in maintained and voluntary controlled schools from the September 2023 for teacher training and taught from September 2024. The Leader highlighted that there had been wide consultation with the diocese and schools.

RESOLVED:

1. That Cabinet formally adopts the 2023 revised Agreed Syllabus for Religious Education in Surrey.

Reasons for Decisions:

There have been a number of changes in curriculum delivery, content and in guidance from the Department of Education since the existing syllabus was adopted in 2017, meaning it was no longer fit for purpose. The revision period has enabled a comprehensive engagement including the adoption of the recommendations from Ofsted in relation to curriculum design, set out as follows:

- It should be sequenced in such a way that the 'curriculum is the progression model'

- It should help pupils to make connections across their learning, build strong schemata.
- It should set out what it means to get better at RE in substantive, disciplinary and personal knowledge, across ages and stages of development.

There has been a complete review of the content by qualified teachers and the Advisor to the Surrey SACRE, and the revised syllabus can now be recommended to the Cabinet for teacher training and implementation from September 2023 and first teaching from September 2024. The action being proposed will have benefits for the residents of Surrey in as much as teachers will be able to begin a new academic year by teaching a more relevant RE curriculum that complies with national guidance, prepares young people well for examination courses in RE, and more accurately reflects the values and beliefs of citizens in this country.

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

83/23 2022/23 OUTTURN FINANCIAL REPORT [Item 9]

The report was introduced by the Cabinet Member for Finance and Resources who explained that the report set out the council's 2022/2023 financial performance for revenue and capital including the year end, treasury management and debt outturn position. It was explained that the £20m contingency that had been built into the budget had been used. The council had also achieved £27.5m of the £46.8m target of efficiencies set out at the beginning of the financial year, including those delivered through transformation programmes. The Cabinet Member provided the Cabinet with an update on the budgets of each of the council's services including revenue and capital budgets. The Cabinet Member stated that despite the financial year featuring some of the most severe pressures faced for many years, the council had achieved a £0.7m surplus outturn for the year.

RESOLVED:

1. That Cabinet note the Council's revenue and capital positions for the year.
2. That Cabinet approve the contribution of the £0.7m residual surplus to the General Fund Balance, maintaining the balance at c4.5% of the net revenue budget.
3. That Cabinet approve a reserve contribution of £10.5m to the Budget Equalisation Reserve in relation to additional Business Rate Grant received late in the financial year. This is based on anticipated deficits in Borough and Districts collection funds relating to Government reliefs granted for retail and hospitality sectors during the pandemic (paragraph 28).
4. That Cabinet approve capital carry forwards of £11.2m, consisting of £18.3m of slippage offset by £7.1m of accelerated spend. Of the

slippage, £14.2m is requested to be carried forward into the 23/24 capital programme, with the remaining £4.1m in 2024/25 (paragraph 46 - 47)

Reasons for Decisions:

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

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

84/23 EXCLUSION OF THE PUBLIC [Item 10]

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.

85/23 OPTIONS APPRAISAL ON THE PROVISION OF FINANCE TRADED SERVICES TO SCHOOLS [Item 11]

The Cabinet Member for Finance and Resources introduced the Part 2 report which contained information which was exempt from Access to Information requirements by virtue of Paragraph 4: 'Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.'

RESOLVED:

1. That Cabinet agree to proceed with Option B as described in the Part 2 report.

Reasons for Decisions:

See Exempt Minute [E-07-23]

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

86/23 PUBLICITY FOR PART 2 ITEMS [Item 12]

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

Meeting closed at 14:38

Chairman

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