



Agenda and Reports  
for the meeting of  
**THE COUNTY COUNCIL**  
to be held on  
**12 DECEMBER 2023**

(i)

Woodhatch Place  
Reigate  
Surrey

Monday, 4 December 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, 12 December 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 email Amelia Christopher on [amelia.christopher@surreycc.gov.uk](mailto: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 ELECTION OF COUNTY COUNCILLOR**

The Chief Executive, as County Returning Officer, formally to report the election of a new County Councillor: Dennis Booth for the Horsleys division at the by-election held on 19 October 2023.

## **2 APOLOGIES FOR ABSENCE**

The Chair to report apologies for absence.

## **3 MINUTES**

(Pages  
15 - 48)

To confirm the minutes of the meeting of the Council held on 10 October 2023.

## **4 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.

## **5 CHAIR'S ANNOUNCEMENTS**

### **Susan Thomas, RIP**

I am very sorry to report the sorrowful death of former Chairman of Surrey County Council, Baroness Susan Thomas of Walliswood OBE DL, in Chichester last month.

Wife of the late David, Susan was a loving mother and grandmother, Liberal Democrat, campaigner and passionate gardener.

Our thoughts and prayers are with her family at this time.

### **Act of Remembrance**

It was an honour to host and join the procession as Surrey County Council marked Act of Remembrance last month. For the first time, we held the service in the reception area at Woodhatch Place due to the inclement British weather.

I had great pleasure in welcoming the Lord Lieutenant of Surrey, the High Sheriff of Surrey, members of the Royal British Legion, Surrey's currently serving and retired military, Deputy Leader Cllr Denise Turner Stewart, Deputy Chief Executive Leigh Whitehouse and Chief Fire Officer Dan Quin.

We all joined together to pay respects to all those who fought in the two World Wars to defend our freedoms and protect our way of life, as well as those who have fought in many conflicts since. It was also great to see how many staff joined us wearing red poppies in respect as a symbol of remembrance, hope for a peaceful future and to commemorate the soldiers who fought and died in war.

### **Chair's Theme**

As you know, my theme for my term of office is 'Celebrating Diverse Communities'. This month I have been visiting charities that support members of diverse communities across the county to learn more about what they do; listen to their needs; learning about the barriers facing those they support; and to determine how I and Surrey County Council can help champion their work. I look forward to reporting in the new year the charities I have visited and the outcomes of those visits.

### **Volunteers' Reception – Call for Nominations**

Nominations for the Chair's annual Volunteers' Reception are starting to arrive; many thanks indeed to those of you who have submitted your nominations.

I am, however, yet to receive nominations from most of you. I know that you all have incredible people serving your communities who making a significant difference to the residents in your divisions. I would love to receive at least one nomination from each of you – although the more nominations the merrier!

Please do not be discouraged from nominating by my diversity theme. My office would love to hear from anyone in your patch that is doing great work for others and who deserves to be recognised and celebrated. Please submit all nominations by 20 December. Thank you.

### **Social Media Drop-in**

Our Communications & Engagement team is holding a social media drop-in session!

Please come and meet officers from the Communications & Engagement team to discuss one-to-one, how you can use social media in your roles as Members.

This will be an informal drop-in session to provide the opportunity for you to ask about any queries or concerns you may have relating to social media. They can advise on things like setting up Facebook pages, when to respond to residents and where to find the right information.

Officers can be found at the back of the Council Chamber both before and after the Council meeting on 12 December.

## **Christmas**

The festive season is well and truly upon us and I have had the pleasure of turning on many Christmas lights in towns, villages and communities across Surrey. Being amongst the joy and good cheer has been truly heartwarming and one of the wonderful highlights in my role as Chair.

I would like to take this opportunity to wish you all and your families a very Merry Christmas and a Happy New Year. I hope you enjoy the break and recharge your batteries.

I look forward to seeing you all in the New Year.

## **6 LEADER'S STATEMENT**

The Leader to make a statement.

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

## **7 CHANGES TO CABINET PORTFOLIOS AND APPOINTMENT OF COMMITTEES**

(Pages  
49 - 58)

Council is asked to note the Leader's changes to Cabinet Portfolios.

Council is asked to agree the appointment of Keith Witham as a Select Committee Task Group Lead for the Communities, Environment and Highways Select Committee, replacing Steve Bax.

## **8 MEMBERS' QUESTION TIME**

1. The Leader of the Council, the Deputy Leader 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 6 December 2023).***

2. Cabinet Member and Deputy 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.

## **9 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 11 December 2023).***

## 10 ORIGINAL MOTIONS

### Item 10 (i)

**Paul Follows (Godalming South, Milford & Witley) to move under standing order 11 as follows:**

**This Council notes:**

- The disruption to potable water supply across large parts of the boroughs of Guildford and Waverley that commenced on Saturday 4 November, the ongoing water supply issues in Cranleigh and surrounding villages, and the repeated discharge of raw sewage into the river network;
- All efforts from across the community to support people, and in particular those who are vulnerable, in accessing alternative supplies of water during the period of disruption;
- The legitimate concerns of residents about raw sewage being regularly discharged into our river network from Sewage Treatment Works and from Combined Sewer Overflows (CSOs) and from raw sewage back flowing onto their private property and highway network;
- Concerning elements of Thames Water's response to the disruption, including but not limited to:
  - (a) poor communication with those impacted in the community, and
  - (b) limited actions to ensure the vulnerable or those unable to queue for water, were able to access alternative supplies.
  - (c) delayed environmental cleanup operations.
- The chronic underinvestment from the government towards the water industry which risks the possibility of future water shortages and increased raw sewage discharges and notes the three lead executives at Thames Water during the previous financial year were estimated to have been paid a total of £1.52 million, exclusive of bonuses, benefits, pensions and other incentives.

**This Council resolves to:**

- I. Ensure the Leader of the Council writes to the leadership of Thames Water, to request:
  - a. a detailed report of the cause of the disruption to water supply and the steps taken to resolve the matter;
  - b. a detailed report on the instances and quantity of raw sewage discharges into the river network and Combined Sewer Overflow (CSO) assurances over the past four years and the investment plans to resolve this;
  - c. that residents and businesses receive timely and full compensation for the disruption to water supply and sewage

- spills;
  - d. an improved communications plan for informing the local community should a similar disruption to water supply occur again and/or raw sewage incidents; and
  - e. a reassessment of its processes, procedures, and criteria for ensuring the vulnerable or those unable to queue are able to access alternative supplies of water in the event of a disruption.
- II. Ask the Leader of the Council to write to the Secretary of State for the Department of Environment, Food and Rural Affairs to commission an investigation into the most recent water supply incident and the agency response, in addition to the requirement for water companies' to record and report raw sewage spills onto private property and the public highway through their assets.
- III. Task the Communities, Environment and Highways Select Committee with:
- a. reviewing the Council's emergency response measures regarding water and sewerage infrastructure.
  - b. reviewing how and when the Council determined the need to enter into emergency response measures.

**Item 10 (ii)**

**Jonathan Essex (Redhill East) to move under standing order 11 as follows:**

**This Council notes:**

- Surrey County Council spends around £80 million per year on travel assistance and transport, across three key directorates (Children, Families and Lifelong Learning; Adult Social Care; and Environment, Transport and Infrastructure), the majority of which (£55 million) is for Home to School Transport Assistance (H2STA).
- To deliver on the Surrey Climate Strategy transport targets there is a need to increase overall bus use, both fixed bus routes as well as Digital Demand Responsive Transport (DDRT). Surrey County Council is already extending its rollout of DDRT with an aspiration for a Surrey-wide service.
- At the same time the NHS procures non-emergency transport services and also there are workplace transport providers plus community and voluntary sector transport provision.

**This Council further notes:**

- Surrey County Council has a Freedom to Travel (F2T) transformation programme. Phase 1 is to improve Home to School Transport Assistance up until 2025. Phase 2 will then explore the benefits of pooling of transport provision across Surrey County Council directorates.



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- Bringing forward Phase 2 and extending it to include the NHS and borough and district councils would increase bus use, helping deliver on our Local Transport Plan and improving the viability of fixed bus routes and DDRT.

**This Council resolves to request that Cabinet:**

- a. Brings forward and extends Phase 2 of the Freedom to Travel transformation programme across Surrey County Council in collaboration with other partners.
- b. Works with Surrey Heartlands and NHS Frimley to explore pooling the funding of non-emergency patient transport for the NHS across Surrey.
- c. Works with all district and boroughs to pool community transport provision (including taxi vouchers) to deliver DDRT across Surrey.
- d. Works with key workplaces (e.g. hospitals and large businesses) to strengthen incentives for travel to work by public transport.

**Item 10 (iii)**

**Matt Furniss (Shalford) to move under standing order 11 as follows:**

**This Council notes:**

- Surrey County Council has been leading in its strong commitment to promoting skills development and education for all residents of Surrey to support the Surrey Local Economy. This meets this Council's strategic priority of Growing a Sustainable Economy So Everyone Can Benefit and its guiding mission to make sure No One is Left Behind through providing skills training to enable residents of all ages access the jobs they want.
- Last year, this Council launched the Surrey Skills Plan: The Skills Plan sets out a vision for a dynamic, demand-led skills system that meets the needs of businesses and individuals in Surrey.
- In 2023, SCC has delivered on a number of key priorities of the plan including:
  - Establishing the Surrey Careers Hub to work with 95 schools and colleges across the county to improve their performance against the Gatsby benchmarks and help them deliver world-class careers advice, information and guidance. This single service covering all of Surrey was formally launched. The Careers Hub will work with all the county's secondary schools, special schools and colleges with the aim of ensuring every young person can find their best next step.

- Establishing an annual skills and careers festival (the Festival of Skills), which hosted 80 exhibitors and over 1300 students and teachers to showcase a wide range of career pathways and opportunities.
  - Enabled more businesses, both large and small, to inform skills provision planning through the delivery of Skills Bootcamps – short training courses to upskill and reskill Surrey’s adults.
  - Worked in collaboration to successfully win a number of significant funding bids, including £6m for the Local Skills Improvement Fund, £1.8m for Skills Bootcamps and over £6m for Individual Placement Support in Primary Care (funding to support those with both mental and physical disabilities move into the workforce).
- In addition, this Council has made significant investments in skills training and education programs, including the Surrey Adult Learning service, which provides a wide range of free and subsidised courses to help residents develop the skills they need to succeed in the workplace and with the Level 2 Devolution Deal now agreed by the Government this Council can look to enhance the offering to Businesses and residents on vocational skills through SAL.
  - Surrey is a strategically important economic powerhouse which contains a productive and highly skilled workforce. We have a large, highly productive economy which contributes £48bn in GVA and with a high employment rate.
  - Lastly, a partnership team, led by Royal Holloway, University of London (RHUL), and involving Pinewood Studios, disguise, BT, Buckinghamshire Local Enterprise Partnership, University of Surrey, Abertay University and National Film and Television School, alongside the County Council, has been announced as the winner of the ‘Convergent Screen Technologies and performance in Realtime (CoSTAR)’ national lab.
  - The successful bid will create hundreds of new jobs and add tens of millions of pounds to Surrey’s economy. The £51m funding application was submitted in February 2022 by StoryFutures at RHUL on behalf of the wider bid team. The application focused on establishing a CoSTAR national lab at Pinewood Studios, alongside associated facilities and programmes to drive innovation and creativity in the UK’s screen and performance industries.
  - Surrey County Council’s proposed contribution includes a capital commitment of £3m to fund the establishment of a CoSTAR satellite studio and incubator space on the RHUL campus in Surrey. It’s hoped these facilities will provide a sizeable boost to Surrey-based creative industry businesses, with over 200 expected to benefit.
  - The Surrey-based Satellite Studio Facility is also projected to create 350 jobs over six years, and make a net contribution of

c£35m gross value added to Surrey's economy. Both facilities aim to open in early 2026.

**This Council resolves to:**

- I. Express its strong support for Surrey County Council's work on promoting skills to support residents and the local economy in Surrey.
- II. Commend the Council for its development and implementation of the Surrey Skills Plan.
- III. Welcome the new Single Surrey-wide Careers Hub to provide career pathway advice for Surrey residents.
- IV. Encourage the Council to continue its efforts to promote skills development and education for all Surrey residents.

**11 SELECT COMMITTEE FEEDBACK ON A REFERRED MOTION:  
'VISION ZERO'**

To provide feedback from the Communities, Environment and Highways Select Committee on the Council motion titled 'Vision Zero' as requested by the Council.

*(Note: report to follow)*

**12 APPROVAL OF COUNTY COUNCILLOR ABSENCES**

(Pages  
59 - 60)

The purpose of this report is to request that the County Council considers whether to agree that County Councillor Nick Darby and County Councillor Fiona White may continue to be absent from Council meetings by reason of ill health.

**13 SURREY PAY POLICY STATEMENT 2023/2024**

(Pages  
61 - 84)

For the approval of the Surrey Pay Policy Statement for the period 2023/2024.

**14 AMENDMENTS TO THE CONSTITUTION**

(Pages  
85 - 88)

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

This report sets out proposed changes to Part 3 – Responsibility for Functions and Scheme of Delegation, Section 3 Part 3A (Specific Delegations to Officers). These are brought to Council for formal approval in accordance with Article 4.04(b) and Article 13.01 of the Council's Constitution.

**15 REPORT OF THE CABINET**

(Pages  
89 - 94)

To receive the report of the meetings of the Cabinet held on 31 October 2023 and 28 November 2023.

**16 MINUTES OF CABINET MEETINGS**

(Pages  
95 - 102)

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 11 December 2023.

*(Note: to follow: Minutes, Cabinet - 28 November 2023)*

**MOBILE TECHNOLOGY AND FILMING – ACCEPTABLE USE**

Members of the public and the press may use social media or mobile devices in silent mode during meetings. Public Wi-Fi is available; please ask the committee manager for details.

Anyone is permitted to film, record or take photographs at Council meetings. Please liaise with the committee manager prior to the start of the meeting so that the meeting can be made aware of any filming taking place.

The 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 any Council equipment or any general disturbance to proceedings. The Chairman may ask for mobile devices to be switched off in these circumstances.

Thank you for your co-operation.