

CABINET DECISION RECORD

The following decisions were taken by the Cabinet on Tuesday, 26 November 2024 and will take effect on 05/12/2024 unless the call-in procedure has been triggered.

CALL-IN DEADLINE: 04/12/2024.

The following represents a summary of the decisions taken by the Cabinet. It is intended to represent the formal record of the decisions taken and to facilitate the call-in process. The minutes will be published in due course to site alongside this decision sheet.

Members wishing to request a call-in on any of these matters, should contact the Regulatory Business Manager or relevant Committee Manager.

The Cabinet at its meeting on Tuesday, 26 November 2024 considered the following matters and resolved:

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

There were no apologies.

- **MINUTES OF PREVIOUS MEETING: 29 OCTOBER 2024** (Item 2)

These were agreed as a correct record of the meeting.

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

There were none.

Members' Questions (Item 4a)

There were three member questions. A response from the Cabinet was published in the supplementary.

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

There were four public questions. A response from the Cabinet was published in the supplementary.

- **PETITION: SAVE SWIFT LANE** (Item 4c)

There was one petition. A response to the petition was published in the agenda.

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

There were none.

- **REPORTS FROM SELECT COMMITTEES, TASK GROUPS AND OTHER COMMITTEES OF THE COUNCIL** (Item 5)

RESOLVED:

1. That the Children not in school report and Interim budget Recommendations from Select Committees be noted.

2. In respect of the call-in report on the London Road Guildford Active Travel Scheme. The Cabinet confirmed that the following decision taken on 29 October 2024 still stands.

Decision from 29 October 2024 Cabinet Meeting:

It is recommended that Cabinet:

1. *Notes the contents of the independent technical review of section 1 and its conclusions concerning whether the scheme complies with current design guidance.*
2. *Proceeds with the construction of Section 1 –based on the strength of support from the local community, alongside the conclusions of the independent technical review.*

There were THREE votes FOR and SIX votes AGAINST. The decision was therefore not carried.

Reasons for Decisions

The Cabinet agreed that no new evidence had been provided by the Select Committee and all the key issues raised by the Select Committee had already been considered by the Cabinet.

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

RESOLVED:

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

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

RESOLVED:

That the Cabinet Member of the Month report is noted.

- **2025/26 DRAFT BUDGET AND MEDIUM-TERM FINANCIAL STRATEGY TO 2029/30** (Item 8)

RESOLVED:

1. That Cabinet notes the 2025/26 Draft Budget and Medium-Term Financial Strategy to 2029/30, including progress to date in setting out spending pressures and efficiencies, as set out in Annex A.
2. That Cabinet notes the provisional budget gap of £17.4m for 2025/26 and the next steps required to close the gap.
3. That Cabinet notes the proposed Draft Capital Programme for 2025/26 to 2029/30 of £1.4bn set out in Section 6 of the report and Annex B.
4. That Cabinet notes the summary of Resident Engagement and next steps set out in Section 9 of the report.

Reasons for Decisions:

In January 2025, Cabinet will be asked to recommend a Final Budget for 2025/26 to full Council for approval in February. The draft budget sets out proposals to direct available resources to support the achievement of the Council's corporate priorities, balanced against a challenging financial environment, giving Cabinet the opportunity to comment on the proposals and next steps.

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

- **BAGSHOT COMMUNITY RECYCLING CENTRE (Item 9)**

RESOLVED:

1. That Cabinet agree to the closure of the Community Recycling Centre (CRC) at Swift Lane, Bagshot and as a consequence agree to the opening of the CRC at Wilton Road, Camberley for an extra day a week (Tuesday).
2. That Cabinet allow those residents of the Royal Borough of Windsor and Maidenhead who currently use the Bagshot CRC to use Lyne CRC, Chertsey as an alternative.

Reasons for Decisions:

The Bagshot CRC site is small, unmodernised and not fit for purpose. It is not an 'unsafe' site (SUEZ have obligations to keep the site safe and lawful) but there are hazards – for example, users of the site park their cars in the centre of the plot, and then walk across the path of moving vehicles to access the various waste containers.

The site has to close for container exchange, leading to inconvenience & a build-up of queues. There is no means of compacting waste in the containers which means that they will be taken off the site with spare capacity – creating more of a carbon impact per tonne in terms of haulage and increased vehicle movements. These issues do not occur at modernised sites.

There is an ongoing pattern of vandalism, fly tipping and unlawful entry at the Bagshot CRC site which happens out of hours (i.e. when the CRC is closed and overnight). Staff have been threatened by (some) users of the site who are attempting to bring non-acceptable (potentially unlawful) material onto the site. Rather than confront the user, for their own safety, the staff have had to accept the waste as presented.

Fly tipping has occurred both within the site and outside of the entrance. The existing perimeter fencing does not present a sufficient barrier to these episodes, which often involve the use of mechanical equipment. Material fly tipped has in the past included hazardous materials such as asbestos. Prevention measures would be difficult and costly to implement and could include reinforced walls with climb prevention, enhanced 24 hr security guard presence and additional lighting.

SUEZ have recorded 801 instances of fly tipping across all Surrey CRC sites between January 2019 and August 2024. Of these, 531 (66%) were at Bagshot CRC. Of the other 14 sites, Lyne Lane CRC, near Chertsey, experienced 89 fly tipping incidents (11%) in the period. Fly tipping incidents at all of the other 13 sites combined make up the remaining 23%.

SCC's waste contractor, SUEZ, retain incident logs which have recorded 48 nuisance incidents (fly-tipping, break ins, vandalism, anti-social behaviour) at

Bagshot CRC between 2nd January and 25th August 2024. No other SCC CRC suffers such high levels of nuisance-based disruption. This disruption impacts on site staff and users negatively, the site often having to close to allow remedial action. A summary of the SUEZ incident logs is included at Annex C.

Despite the high levels of disruption, a review of complaints received from users of the site by SUEZ since January 2023 shows that 23 complaints have been recorded across the CRC estate, none of which relate to Bagshot CRC. SUEZ believe that this reflects the empathy felt by users for the on-site staff, recognising the difficulties the site presents.

The access road is narrow and itself suffers from fly tipping.

Swift lane is not accessible on foot, so closure won't impact pedestrian visitors.

The nearest alternative site is Camberley CRC which is approximately 6 miles away from the Bagshot CRC and has a travel time between the two sites (by car) of approximately 15 minutes. Alternative CRC sites are located within 10 miles

Analysis undertaken by SCC's Transport Modelling specialists shows that the Swift Lane CRC in Bagshot is the closest CRC to 12,428 households. If the Bagshot CRC was to close:

- 7,894 (63.5%) would see no increase in drive time when accessing the nearest alternative CRC (Lyne, Woking or Camberley) if the Bagshot site was to close; and
- 4,544 (36.5%) would have a maximum drive time of 20 minutes (covering 7.8 miles) to their nearest alternative CRC site.

A map marked up with postcode 'clusters' in the Bagshot CRC catchment area showing the closest alternative sites is included at Annex D

The site is owned by Surrey Heath Borough Council (SHBC) who lease it to SCC. The site will be returned to SHBC if it closed.

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

- **EQUITY IN EDUCATION - NO LEARNER LEFT BEHIND - SURREY'S LIFETIME OF LEARNING STRATEGY** (Item 10)

RESOLVED:

1. That Cabinet approves the Surrey Lifetime of Learning Strategy and its publication.
2. That Cabinet endorses the ambition of the Surrey Education Partnership that no learner is left behind, and agrees the partnership ambition, principles and priorities for children, young people and adults as outlined in the strategy for 2024-30.
3. That Cabinet agrees to contribute as a key partner to the ambition, principles and priorities for children, young people and adults as outlined in the strategy for 2024-30.

Reasons for Decisions:

Whilst most of the children, young people and adults in Surrey achieve, thrive, belong and live well, this is not the case for everyone.

In Surrey, children from less-well off homes start school already educationally behind their peers, and this gap persists throughout school and into further and higher education. In many instances outcomes are weaker than similarly disadvantaged learners in other parts of the country.

In some areas of Surrey, adults are less able to secure economic well-being because of skills and qualification gaps.

We are aware that attendance is a significant factor in achieving the best outcomes, and that in Surrey exclusion from school and poor attendance is too high.

Studies have also shown direct links between education and factors such as health and life expectancy rates, with academic achievement playing a potentially significant role in reducing health inequalities by shaping life opportunities.

This strategy will ensure that we take the necessary actions across the partnership, to close the gaps in terms of educational outcomes, exclusions and attendance. It will also ensure that Surrey adults can access learning opportunities, in high quality provision, that develop new skills or secure new qualifications to help them succeed at any time they need to.

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

- **COORDINATED ADMISSIONS SCHEME FOR SEPTEMBER 2026** (Item 11)

RESOLVED:

1. That Cabinet makes the following recommendation to the County Council:

Recommendation

That the coordinated admissions scheme that will apply to all applicants and schools for 2026 is agreed as set out in Annex 1.

Reasons for Decisions:

- The coordinated admissions scheme for 2026 is essentially the same as 2025 with dates updated
- There are several changes that have been made to the primary and secondary schemes as points of clarification (see paragraph 9), but these do not alter current practice
- The coordinated admissions scheme will enable the County Council to meet its statutory duties regarding school admissions
- The coordinated admissions scheme is working well
- The Local Authority has a statutory duty to publish its coordinated admissions scheme for 2026 by 1 January 2025
- The proposed scheme meets the statutory requirements of the School Admissions (Admission Arrangements and Coordination of Admission Arrangements) (England) Regulations 2012 and the School Admissions Code

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

- **APPROVAL TO PROCEED: CORONER'S SERVICE DIGITAL POST-MORTEM & MORTUARY FACILITY (Item 12)**

RESOLVED:

1. That Cabinet approves the proposal to deliver a digital post-mortem service in Surrey.
2. That Cabinet grants delegated authority to the Deputy Chief Executive & Executive Director for Resources to approve the transfer of £1.15m capital pipeline to budget to successfully deliver a Digital Post-Mortem Service in Surrey, following endorsement by Capital Programme Panel and subject to the annual revenue impact, including borrowing costs, being no more than £90k, as per the current Medium Term Financial Strategy (MTFS).
3. That Cabinet notes the intention to commission a third-party provider to deliver a digital post-mortem scanning service, the costs of which will be met from the service revenue budget.
4. That Cabinet agrees to delegate approval of the necessary steps to deliver this proposal up to +/- 10% of the budgetary tolerance level, including procurement route to market, any contract award decision and any other legal documentation required to facilitate the approvals within this report, to the Deputy Chief Executive & Executive Director for Resources in consultation with the Cabinet Member for Fire & Rescue and Resilience.

Reasons for Decisions:

The current model of post-mortem provision for the Surrey Coroner's Service is not sustainable due to increasing costs and ongoing challenges in providing a high-quality service for the deceased and bereaved families. There is currently no digital post-mortem capability in Surrey. This technology is used for only a small number of deceased (predominately faith and child deaths) who must be transported out of county. Other areas with digital post-mortem capability report that approximately 70-75% of all post-mortems can be done digitally. Investing in digital capability and the necessary infrastructure needed will minimise current risks in service delivery and enable efficiencies in the longer term through a significant reduction in invasive post-mortems.

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

- **APPROVAL TO PROCEED: REGISTRATION & NATIONALITY SERVICE - NEW OPERATING MODEL (Item 13)**

RESOLVED:

1. That Cabinet approve the proposed new operating model for the Registration & Nationality Service.
2. That Cabinet approve (in principle) capital expenditure of up to £2m (excluding VAT) as included in the Medium-Term Financial Strategy (MTFS) for the delivery of the new service model, noting that the proposal will be self-funding through a later capital receipt from asset disposal and increased service income.
3. That Cabinet delegate authority (i) to approve individual

schemes/projects within the overall budget and a 10% tolerance (ii) to enter into any required legal documentation agreements and (iii) any procurement and contract award, to the Deputy Chief Executive & Executive Director for Resources, in consultation with the Cabinet Members for Customer & Communities and Property, Waste & Infrastructure.

Reasons for Decisions:

The current model of delivery for the Registration & Nationality Service is not fit-for-purpose in the long term. The proposed new operating model will reduce the number of dedicated single-use sites, whilst expanding provision across the county through greater co-location with other Council services and innovative use of existing assets for ceremonies. Whilst requiring some upfront investment, which is largely repaid within the programme period, the new service model will intensify use of the Council's property estate and enhance services for residents that can flex with changing needs, i.e. Government reform or Council priorities. This will enable the delivery of a sustainable operating model; generate increased income from maintainable and appropriate assets and provide services from locations that align with customer demand.

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

- **RIGHT HOMES, RIGHT SUPPORT: OLDER PEOPLE'S RESIDENTIAL AND NURSING CARE DELIVERY STRATEGY** (Item 14)

RESOLVED:

1. That Cabinet approves the Right Homes, Right Support: Older People's Residential and Nursing Delivery Strategy.
2. That Cabinet approves £3.6m of capital funding from the Council's capital pipeline for the Older People's Residential and Nursing Delivery Strategy to:
 - i. Undertake the necessary Royal Institute of British Architects (RIBA) Stage 0 Strategic Definition Studies, RIBA Stage 1 Feasibility Studies, and market engagement across the whole Council owned care home portfolio.
 - ii. Enable a strategic business case to be developed across the whole care home portfolio.
3. That Cabinet notes the direction of travel for care homes on Council owned land (set out in recommendation 2) and the possible need for public consultation on the proposed future use of sites.

Reasons for Decisions:

Approval of the Strategy set out within this report will:

- a) Enable independence and improved outcomes for Surrey's older residents for as long as possible through delivering specialist care home accommodation, which will play a key role in the prevention of early admissions into acute hospitals and into long term care home placements that may not be necessary.

- b) Ensure that there is sufficient care home provision available to meet the increasing older peoples' population in Surrey and that can support people with complex mental health needs and complex physical frailty.
- c) Enable us to address the current, and future, deficit in available capacity from the wider care market. Despite extensive steps taken to address prices paid, developing new contracting arrangements, and investing in care home capabilities across the Surrey care market, we need new opportunities and improved capacity to enable the best outcomes for residents.
- d) Enhance our offer of support to providers to improve quality and outcomes for all residents receiving care and enable them to deliver services to meet increased demand and complex needs.
- e) Long standing strategic contracts commissioned by the Council will be managed through robust expiry planning to ensure there is minimal disruption to residents, carers, families and operational teams.
- f) Ensure that we develop (subject to detailed market engagement, feasibility studies and outcomes of possible public consultation) the most commercially viable and financially sustainable strategic business case for the Council to achieve its Residential and Nursing Care Strategy for Surrey's older residents.
- g) Ensure effective use of the Council's assets to deliver improved outcomes for our residents, that is financially sustainable and means 'no one is left behind'.

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

- **DISPOSAL OF THE FORMER ABBEYWOOD CARE HOME, ASH (Item 15)**

RESOLVED:

1. That Cabinet formally declares the asset surplus to operational requirements.
2. That Cabinet approves the sale of the former Abbeywood Care home at Ash to the party noted in the part 2 report and on the terms recommended.
3. That Cabinet delegates authority to the Executive Director Environment Property and Growth, in consultation with the Director of Land & Property, to finalise the transaction and conclude all associated legal agreements.

Reasons for Decisions:

Cabinet has previously endorsed rationalisation of the surplus estate, and the reported bid follows an open marketing campaign of the former Abbeywood care home at Ash, where bids were received after eleven viewings and enquiries. The bids are as reported in the part 2 report.

Full status and funding enquiries have been made of the recommended bidder and further information on the company is in the part 2 report.

To enable the disposal, Cabinet is to formally declare an asset surplus to operational requirements under the Surrey County Council's (The Council) Constitution.

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

- **DISPOSAL OF THE FORMER CARE HOME, ARUNDEL HOUSE, GARRETTS LANE, BANSTEAD** (Item 16)

RESOLVED:

1. That Cabinet formally declares the asset surplus to operational requirements.
2. That Cabinet approves the sale of Arundel House, Garretts Lane, Banstead, to the party and on the terms provided in the part 2 report.
3. That Cabinet delegates authority to the Executive Director, Environment, Property and Growth, in consultation with the Director of Land & Property to finalise the transaction and conclude all associated legal agreements.

Reasons for Decisions:

Cabinet has previously endorsed rationalisation of the surplus estate, and the recommended bid follows an open marketing campaign of the former care home facility at Arundel House, Garretts Lane, Banstead, where a total of twenty-nine unconditional and conditional bids were received.

To enable the disposal, Cabinet is to formally declare an asset surplus to operational requirements under the Surrey County Council's (The Council) Constitution.

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

- **DISPOSAL OF THE FORMER BARNFIELD CARE HOME AT UPFIELDS, HORLEY, SURREY** (Item 17)

RESOLVED:

1. That Cabinet formally declares the asset surplus to operational requirements.
2. See Exempt Minute
3. That Cabinet delegates authority to the Executive Director, Environment, Property and Growth, in consultation with the Director of Land & Property to finalise the transaction and conclude all associated legal agreements.

Reasons for Decisions:

Cabinet has previously endorsed rationalisation of the surplus estate, and the recommended bid follows an open marketing campaign of the former Barnfield care home at Horley where a total of 10 bids (1 unconditional and 9 conditional) were received.

To enable the disposal, Cabinet is requested to formally declare an asset surplus to operational requirements under the Surrey County Council's (The Council) Constitution.

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

- **2024/25 MONTH 6 (SEPTEMBER) FINANCIAL REPORT** (Item 18)

RESOLVED:

1. That Cabinet notes the Council's forecast revenue budget and capital budget positions for the year.
2. That Cabinet approves the write off of an Adult Social Care debt which is over £100,000, in accordance with Financial Regulation 21.4. Further details are available in the Part 2 report. The write off is necessary as part of a negotiated settlement following a complaint and dispute resolution, which leaves a residual amount to be written off.

Reasons for Decisions:

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

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

- **APPROVAL TO PROCEED: CORONER'S SERVICE DIGITAL POST-MORTEM & MORTUARY FACILITY** (Item 20)

RESOLVED:

See Exempt Minute E-26-24

Reasons for Decisions:

See Minute 163/24.

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

- **APPROVAL TO PROCEED: REGISTRATION & NATIONALITY SERVICE - NEW OPERATING MODEL** (Item 21)

RESOLVED:

See Exempt Minute E-27-24

Reasons for Decisions:

See Minute 164/24.

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

- **DISPOSAL OF THE FORMER ABBEYWOOD CARE HOME, ASH (Item 22)**

RESOLVED:

1. That Cabinet formally declares the asset surplus to operational requirements.
2. See Exempt Minute E-28-24.
3. That Cabinet delegates authority to the Executive Director Environment Property and Growth, in consultation with the Director of Land & Property, to finalise the transaction and conclude all associated legal agreements.

Reasons for Decisions:

See Minute 166/24.

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

- **DISPOSAL OF THE FORMER CARE HOME, ARUNDEL HOUSE, GARRETTS LANE, BANSTEAD (Item 23)**

RESOLVED:

1. That Cabinet formally declares the asset surplus to operational requirements.
2. See Exempt Minute E-29-24.
3. See Exempt Minute E-29-24.
4. That Cabinet delegates authority to the Executive Director, Environment, Property and Growth, in consultation with the Director of Land & Property to finalise the transaction and conclude all associated legal agreements.

Reasons for Decisions:

See Exempt Minute E-29-24.

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

- **DISPOSAL OF THE FORMER BARNFIELD CARE HOME AT UPFIELDS, HORLEY, SURREY (Item 24)**

RESOLVED:

1. Formally declares the asset surplus to operational requirements.
2. See Exempt Minute E-30-24.
3. Delegates authority to the Executive Director, Environment, Property and Growth, in consultation with the Director of Land & Property to finalise the transaction and conclude all associated legal agreements.

Reasons for Decisions:

See Exempt Minute E-30-24.

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

- **2024/25 MONTH 6 (SEPTEMBER) FINANCIAL REPORT** (Item 25)

RESOLVED:

See Exempt Minute E-31-24.

Reasons for Decisions:

See Exempt Minute E-31-24.

DEMOCRATIC SERVICES – CONTACT LIST	
Assistant Director- Governance and Democratic Services Vicky Hibbert – 020 8541 9229 vicky.hibbert@surreycc.gov.uk	
Regulatory Business Manager Sarah Quinn – 020 8541 9122 sarah.quinn@surreycc.gov.uk	Scrutiny Business Manager Clare Madden clare.madden@surreycc.gov.uk
Committee Manager Joss Butler – 07929745197 joss.butler@surreycc.gov.uk	Scrutiny Officer Julie Armstrong julie.armstrong@surreycc.gov.uk
Committee Manager Amelia Christopher – 07929725663 amelia.christopher@surreycc.gov.uk	Scrutiny Officer Jake Chambers jake.chambers@surreycc.gov.uk
Committee Manager Huma Younis – 07866899016 huma.younis@surreycc.gov.uk	Scrutiny Officer Sally- Rose Baker sallyrose.baker@surreycc.gov.uk
	Scrutiny Officer Dilip Agarwal dilip.agarwal1@surreycc.gov.uk