

**MINUTES OF THE MEETING OF THE CABINET  
HELD ON 20 JULY 2021 AT 2.00 PM  
AT COUNCIL CHAMBER, 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          |
| *Mark Nuti             | *Denise Turner-Stewart |
| *Sinead Mooney         | *Marisa Heath          |
| *Becky Rush            | *Luke Bennett          |

Deputy Cabinet Members:

|                 |                   |
|-----------------|-------------------|
| *Steve Bax      | *Kevin Deanus     |
| *Edward Hawkins | *Maureen Attewell |

The following Cabinet Member and Deputy Cabinet Members attended the meeting via Microsoft Teams and therefore could not vote on any items being discussed. Deputy Cabinet Members do not have voting rights.

\*Sinead Mooney  
\*Becky Rush  
\*Steve Bax  
\*Maureen Attewell

Members in attendance:

Will Forster, Local Member for Woking South  
Jonathan Essex, Local Member for Redhill East  
Catherine Baart, Local Member for Earlswood and Reigate South

**PART ONE  
IN PUBLIC**

**134/21 APOLOGIES FOR ABSENCE [Item 1]**

There were no apologies.

**135/21 MINUTES OF PREVIOUS MEETING: 29 JUNE 2021 [Item 2]**

The Minutes of the Cabinet meeting held on 29 June 2021 were approved as a correct record of the meeting.

**136/21 DECLARATIONS OF INTEREST [Item 3]**

There were none.

**137/21 PROCEDURAL MATTERS [Item 4]**

**137/211 MEMBERS' QUESTIONS [Item 4a]**

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

With regards to his second member question, Will Forster queried if the details of the bid would be sent to councillors as soon as it was published. The Cabinet Member for Transport and Infrastructure confirmed that as with Tranche 2, divisional members would be consulted on the schemes in their area. With regards to his third member question, Will Forster asked what the council was doing to improve response times to FOI requests. The Leader stated that 208 days was an exception and that a number of requests were received that required a lot of officer time to ensure accuracy. Steps were being taken to improve response times and the Leader would brief the member on this.

With regards to member question 4, Jonathan Essex stated that he felt that the item in question conflicted with the councils carbon reduction strategy and asked for the relevant numbers that underpinned the report. The Cabinet Member for Transport and Infrastructure stated that the work being undertaken would facilitate the Runnymede Local Plan and would ease congestion to the road in question. Modelling would be available as part of the planning application and the member was advised to submit comments as part of the planning application. With regards to member question 5, Jonathan Essex asked what the council was doing to lobby government around the scarcity of social workers. The Cabinet Member for Children and Families stated that the issues at hand were national and that there was very little the government could do. The Leader explained that a paper would be taken to the Strategic Investment Board around the arrangements for recruitment.

**138/21 PUBLIC QUESTIONS [Item 4b]**

There was one public question. The question and response were published as a supplement to the agenda.

David Beaman queried what was being done to promote World Car Free Day on 22 September. The Cabinet Member for Environment stated that she would take an action away to notify as many members across all authorities in Surrey about World Car Free Day.

**139/21 PETITIONS [Item 4c]**

There were none.

**140/21 REPRESENTATIONS RECEIVED ON REPORTS TO BE CONSIDERED IN PRIVATE [Item 4d]**

There were none.

**141/21 REPORTS FROM SELECT COMMITTEES , TASK GROUPS, LOCAL COMMITTEES AND OTHER COMMITTEES OF THE COUNCIL [Item 5]**

There were none.

**142/21 LEADER / DEPUTY LEADER / CABINET MEMBER/ STRATEGIC INVESTMENT BOARD DECISIONS TAKEN SINCE THE LAST CABINET MEETING [Item 6]**

The Cabinet Member for Education updated the Cabinet on the series of decisions that had been taken in relation to her portfolio.

**RESOLVED:**

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

**Reason for decision:**

To inform the Cabinet of decisions taken by Cabinet Members, Strategic Investment Board and the Committee in Common subcommittee under delegated authority.

**143/21 COVID-19 DELEGATED AND URGENT DECISIONS TAKEN [Item 7]**

The decision was introduced by the Cabinet Member for Education who explained that the government had announced a further extension of the COVID Local Support Grant to support vulnerable families. The extension covered the period 21 June to 30 September 2021, with a further £160m of support being announced. Will Forster queried if the council would continue to support young people on pupil premium over the summer and what plans were in place to help young people who missed out on education, catch up over the summer. The Cabinet Member for Education reassured members that all vulnerable families would be able to access funding and support over the summer.

**RESOLVED:**

1. That the decision taken by officers since the last meeting be noted.

**Reason for decision:**

To inform the Cabinet of decisions taken by officers under delegated authority.

*[This decision is subject to call-in by the relevant Select Committee Chairman dependent on the recommendation.]*

**144/21 COVID-19: SURREY COUNTY COUNCIL - UPDATE, REVIEW AND LESSONS LEARNED [Item 8]**

The report was introduced by the Leader who explained that Surrey County Council had taken a leading role in the ongoing local response; ensuring residents were protected and well-supported throughout these unprecedented times. The report sets out the latest Public Health information about COVID-19 and updates Cabinet on the strategic and sensitive issues arising from the extensive response and recovery work going on across Surrey. Although restrictions had been lifted it was vital for residents to remain vigilant as the number of COVID-19 cases increased. A special thanks was given to the Director for Public Health and the public health team for the ongoing work.

The Cabinet Member for Adults thanked the Local Outbreak Engagement Board for leading the response against COVID-19 and thanked staff especially those who organised surge testing and stepped up to become Covid champions. The Cabinet Member for Communities thanked the customer services team at Surrey for running the local track and trace programme exceptionally.

**RESOLVED:**

1. That Cabinet acknowledges the impact that COVID-19 has had and continues to have on Surrey, its residents and economy and the services provided by the Council.
2. That Cabinet notes and endorses the actions being delivered through Surrey's Local Outbreak Control Plan, including the vaccination roll out, and the ongoing support to vulnerable residents, including through the council's Community Helpline and the COVID-19 Winter Support Grant scheme.
3. That Cabinet reviews and comments on the lessons learned derived from a review by the Surrey Local Resilience Forum and County Council on the response to and recovery from the COVID-19 pandemic.

**Reasons for Decisions:**

The recommendations set out in this report ensure that the Cabinet are appraised of the scope, detail and learning from our response to and recovery from the COVID-19 pandemic to date.

*[The decisions on this item can be called in by the Resources & Performance Select Committee]*

**145/21 REVISED MINERALS AND WASTE DEVELOPMENT SCHEME [Item 9]**

The report was introduced by the Cabinet Member for Transport and Infrastructure who explained that the report presented a revision of the Minerals and Waste Development Scheme (MWDS) in order to facilitate a delay to the commencement of the first consultation phase (Issues and Options) in the production of the new Surrey Minerals and Waste Local Plan (SMWLP). This delay would enable the Council to avoid consulting over the summer period, when it is likely that many residents may be taking the opportunity of the expected release of lockdown to go on holiday. The delay was expected to therefore, help to ensure greater engagement by residents in the consultation. Cabinet was asked to agree the updated MWDS, which sets out a revised four-year timeframe in which it is intended that the new MWLP will be adopted.

**RESOLVED:**

1. That Cabinet approves the proposed revised Minerals and Waste Development Scheme dated July 2021, which sets out an updated timetable in relation to the production of the Surrey Minerals and Waste Local Plan, as set out at **Annex 1**.

### **Reason for Decisions:**

It is a statutory requirement to produce the MWDS and to keep it up to date. An update to the MWDS has been proposed by officers, which seeks to extend the production timeline for the new SMWLP. The extension of time will allow the first public consultation stage for the new SMWLP (Issues and Options) to commence in October 2021 (previously June 2021). This will allow consultation to commence after the summer, in the expectation that many residents may be taking the opportunity over the summer period to go on holiday. The delay will therefore enable the best possible reach of the consultation to residents.

*[The decisions on this item can be called in by the Communities, Environment and Highways Select Committee]*

### **146/21 RIVER THAMES SCHEME COLLABORATION AGREEMENT PRINCIPLES [Item 10]**

The report was introduced by the Cabinet Member for Transport and Infrastructure who explained that in October 2019, Surrey County Council Cabinet approved a commitment of £237M contribution to the River Thames Scheme which is being developed and delivered in partnership with the Environment Agency. The approval of the contribution was conditional on a legal agreement (also known as a “Collaboration Agreement”) being entered into by the Council and the Environment Agency that sets out the governance and financial arrangements for the delivery of the Scheme to its conclusion. Cabinet were being asked to approve the principles proposed for the development of the Collaboration Agreement.

Cabinet Members commented that it was positive to see progress with this work and stated their support for the programme. The Leader thanked all partners involved with the progress of the programme including the EA and stated that the council would push forward with progress as quickly as possible.

### **RESOLVED:**

1. That Cabinet approves the principles proposed for the development of the Collaboration Agreement.
2. That Cabinet agrees the delegation of authority to the Executive Director for Environment, Transport and Infrastructure, in consultation with the Cabinet Member for Environment and the Executive Director of Resources, to enter into the collaboration agreement and to take such actions and decisions necessary to facilitate the delivery of the Scheme within the approved budget.
3. That Cabinet recommends to Council that all decisions and actions relating to the Council's regulatory and planning functions that pertain to the River Thames Scheme be delegated to the Director of Law and Governance in consultation with the Planning Group Manager.

### **Reason for Decisions:**

The River Thames Scheme Collaboration Agreement will provide a sound legal basis for partnership working between the EA and SCC to deliver the River Thames Scheme.

However, development of the Agreement will take some time and will not be complete until the end of the calendar year. As such, Cabinet approval of a set of Collaboration Agreement principles will provide political support and direction for the negotiation of the full legal agreement, ensuring that it will represent the Council's best interests.

The delegation of the approval of the final Collaboration Agreement as set out in the recommendations will ensure that SCC decision making is as agile as possible and does not hold up progress on the Scheme.

In addition, Cabinet has previously approved, on 26 January 2021, the need to develop an approach to separate the exercise of the Council's functions as (i) a joint applicant to the DCO and (ii) its regulatory functions as a local planning authority to avoid a perceived conflict of interest. The final recommendation above puts this into action.

*[The decisions on this item can be called in by the Communities, Environment and Highways Select Committee]*

### **147/21 ACQUISITION OF LAND IN SUPPORT OF THE A320 ROAD IMPROVEMENT SCHEME [Item 11]**

The report was introduced by the Cabinet Member for Transport and Infrastructure who explained that in September 2020 Cabinet decision to proceed with the A320 Housing Infrastructure Fund (HIF) Scheme. The report requests Cabinet to resolve to make a compulsory purchase order to purchase the necessary third-party land for the A320 HIF Scheme, and to make and submit such Order to the Secretary of State for confirmation. In order to support sustainable growth in this area, highway capacity improvements are required to five road junctions, four of which are on the A320, and the other, the M25 junction 11. Highway capacity improvement will allow 11 Green Belt sites to be released for the development of over 3,000 new homes including over 1,000 affordable homes. The Runnymede Local Plan specifically acknowledges that the development of 11 proposed housing site allocations along the A320 corridor are reliant specifically on the delivery of the mitigation proposed for the A320 corridor.

Cabinet Member commented that there had been positive engagement with local members. There was a recognition that the work would improve congestion along the A320. Will Forster stated that he was concerned that no Environmental Impact Assessment (EIA) had been undertaken. The Cabinet Member for Transport and Infrastructure referring to paragraph 33 of the report stated that the County had adopted an EIA screening opinion which concluded that the project is not likely to have a significant effect on the environment and so EIA was not required.

**RESOLVED:**

1. That Cabinet authorise the making of a compulsory purchase order (the Order) under the provisions of section 239 of the Highways Act 1980 to acquire the Order Land to facilitate the carrying out of the said Scheme, being satisfied that there is a compelling case in the public interest for the compulsory purchase of the Order Land to facilitate the carrying out of the A320 HIF Scheme.
2. That Cabinet authorise the Executive Director of Environment, Transport and Infrastructure (in consultation with the Cabinet Member for Transport and Infrastructure) to settle the final extent, form and content of the Order and all associated documentation and take all action needed to pursue the Order and secure its confirmation.
3. That Cabinet authorise the Director of Law and Governance (in consultation with the Cabinet Member for Transport and Infrastructure) to negotiate, agree land acquisition terms, and enter into agreements with interested parties, including agreements for the withdrawal of objections; to give undertakings not to enforce the Order on specific terms; (where appropriate) to remove land or rights from the Order, or to request the modification of the Order by the Secretary of State.
4. That Cabinet authorise the Director of Law and Governance (in consultation with the Cabinet Member for Transport and Infrastructure) to implement the Order powers following confirmation of the Order, including acquiring title to and/or possession of the land and paying compensation agreed or determined.
5. That Cabinet authorise the Director of Law and Governance (in consultation with the Cabinet Member for Transport and Infrastructure) to enter into an agreement (or agreements) with Highways England under sections 6 and 8 of the Highways Act 1980:
6. That Cabinet accept the delegation of the functions of Highways England with regard to the improvements to highways at M25 junction 11 including the making of the compulsory purchase order in respect of the Order Land at junction 11 (where the Council is not the highway authority).

**Reason for Decisions:**

In September 2020 the Cabinet confirmed acceptance of the HIF funding award of £41.8 million (see [Cabinet Paper](#) at item 13).

As at the Cabinet decision date of September 2020 the Scheme had not been fully designed, thus the final land take was not known, and the Report anticipated that a further authority to pursue a compulsory purchase order would be sought from Cabinet. This paper seeks that further authority to make a Compulsory Purchase Order and to seek its confirmation by the Secretary of State.

The decision as recommended by this report will enable the Council with funding for its Infrastructure Fund Forward Funding scheme from the Ministry of Housing, Communities & Local Government (MHCLG) to construct the

necessary infrastructure improvements described above. To facilitate such construction, it will be necessary to purchase additional land adjacent to the A320 public highway from third party landowners either by negotiation and voluntary agreements or by compulsory purchase.

*[The decisions on this item can be called in by the Communities, Environment and Highways Select Committee]*

#### **148/21 CLEANING CONSUMABLES CONTRACT [Item 12]**

The Leader explained that Surrey County Council services collectively spent c£550k during 2020 through the current supplier catalogue, compared to c£400k the previous year on cleaning consumables. This increase was due to covid-19. The council was now looking to procure for a contract to enable the provision of cleaning consumables across Surrey County Council's care homes, schools, offices and libraries for a period of four years.

It was agreed that social value needed to be captured in the procurement process and cruelty free products needed to be used where possible.

#### **RESOLVED:**

1. That Cabinet grants Approval to Procure for a contract to enable the provision of cleaning consumables across Surrey County Council's care homes, schools, offices and libraries. A decision is required to add this procurement to the Annual Procurement Forward Plan (APFP) for 2021/22.
2. That Cabinet delegates the authority for contract award decision to the Executive Director for Resources.

#### **Reason for Decision:**

- To comply with the Procurement and Contract Standing Orders agreed by the Council in May 2019.
- To provide Cabinet with strategic oversight of planned procurement projects for 2021/22.
- To secure fixed product and service pricing where possible, and economies of scale for a wide variety of products ordered frequently across multiple sites within Surrey.

*[The decisions on this item can be called in by the Resources and Performance Select Committee]*

#### **149/21 JOINT WORKING ARRANGEMENTS FOR FINANCE SERVICES WITH TANDRIDGE DISTRICT COUNCIL [Item 13]**

The Leader introduced the report explaining that the council had been providing support to Tandridge District Council (TDC) through the part-time secondment of its Director of Corporate Finance to act as the Tandridge s151 officer, as well as a full-time secondment of a finance business partner post since August 2020. The report would be asking the Cabinet to continue support for the finance partnership with TDC, the TFT Plan and the resources

necessary from SCC officers to support its successful delivery within TDC. The support provided by the council has been welcomed by TDC.

The Deputy Leader and Cabinet Member for Finance and Resources explained that the council was willing to support partners and TDC had been grateful for the councils help.

**RESOLVED:**

1. That Cabinet approve the continued development of the Finance Services partnership with Tandridge DC through the development and delivery of the Tandridge Finance Transformation Programme.
2. That Cabinet approve the commitment of the necessary SCC officer time to support the successful delivery of the TFT plan within TDC.
3. That Cabinet approve the development of a Joint Working Agreement with TDC and delegate its final approval to the Executive Director, Resources, subject to the satisfactory negotiation of the details of the working arrangements.

**Reason for Decisions:**

TDC faces challenges both in terms of needing to improve its financial health and the capacity and capability of the finance function. SCC has been providing support to the TDC finance function since August 2020 during which time formative progress has been made. There is now a need to broaden the scope of the work to ensure that the changes identified as necessary (both within the TDC finance function and more widely across TDC) can be delivered.

A transformation plan ('TFT') has been developed which identifies a new operating model for the TDC finance function and includes a business case for the necessary investment to support the delivery of the TFT plan. This plan will involve the commitment of officer time from SCC to ensure its successful delivery. A Joint Working Agreement will provide the formal legal basis for the governance of the partnership and clarify the expectations of both Parties.

The development of the finance partnership with TDC supports the delivery of one of the SCC key objectives which is to develop Stronger Partnerships with other public services.

The successful delivery of the TFT plan will assist TDC to emerge with a stronger underlying financial position and a finance function which is capable of sustaining this over the longer term.

*[The decisions on this item can be called in by the Resources and Performance Select Committee]*

**150/21 2020/21 MONTH 2 (MAY) FINANCIAL REPORT [Item 14]**

The report was introduced by the Leader who explained that at M2, the Council was forecasting a full year £15.9m deficit, against the budget approved by Council in February 2021. The contingencies built into the 2021/22 budget exceeded the forecast deficit and so a balanced outturn was

expected. However, it was still the expectation that Directorates manage the overspend within their budget envelopes. The council would continue to lobby government around funding for SEND and adult social care.

**RESOLVED:**

1. That Cabinet note the Council's forecast revenue and capital budget positions for the year.
2. That Cabinet agree the carry forward of two amounts within the DSG schools block totalling £183k into 2021/22.

**Reason for Decisions:**

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

*[The decisions on this item can be called in by the Resources and Performance Select Committee]*

**151/21 EXCLUSION OF THE PUBLIC [Item 15]**

**RESOLVED:** That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following items of business on the grounds that they involve the likely disclosure of exempt information under the relevant paragraphs of Part 1 of Schedule 12A of the Act.

**152/21 ACQUISITION OF LAND IN SUPPORT OF THE A320 ROAD IMPROVEMENT SCHEME [Item 16]**

The Cabinet Member for Transport and Infrastructure introduced a Part 2 report containing information which was exempt from Access to Information requirements by virtue of paragraph 3 – Information relating to the financial or business affairs of any particular person (including commercially sensitive information to the bidding companies).

**RESOLVED:**

See Minute 147/21.

**Reasons for Decisions:**

See Minute 147/21.

*[The decisions on this item can be called in by the Communities, Environment and Highways Select Committee]*

**153/21 PUBLICITY FOR PART 2 ITEMS [Item 17]**

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

Meeting closed at 03:17pm

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Chairman

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