

**MINUTES OF THE MEETING OF THE CABINET  
HELD ON 19 DECEMBER 2023 AT 2.00 PM  
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
- \*David Lewis
- \*Mark Nuti
- \*Denise Turner-Stewart
- Sinead Mooney
- \*Marisa Heath
- \*Kevin Deanus

Deputy Cabinet Members:

- \*Maureen Attewell
- \*Paul Deach
- \*Jordan Beech
- \*Steve Bax

Members in attendance:

Jonathan Hulley, Chairman of the Communities, Environment and Highways Select Committee  
Robert Hughes, Chairman of the Resources and Performance Select Committee  
Trefor Hogg, Chairman of the Adults and Health Select Committee  
Chris Townsend, Vice Chairman of the Children, Families, Lifelong Learning and Culture Select Committee  
Catherine Powell, Residents' Association and Independent Group Leader

**PART ONE  
IN PUBLIC**

**193/23 APOLOGIES FOR ABSENCE [Item 1]**

Apologies were received from Sinead Mooney.

**194/23 MINUTES OF PREVIOUS MEETING: 28 NOVEMBER 2023 [Item 2]**

These were agreed as a correct record of the meeting.

**195/23 DECLARATIONS OF INTEREST [Item 3]**

David Lewis declared a non-pecuniary interest in relation to item 11 on the agenda. He declared that his wife was a trustee director of the Good Shepherd Trust.

#### **196/23 PROCEDURAL MATTERS [Item 4]**

The Leader started the meeting with some comments regarding the local government financial settlement. At the November Cabinet meeting a budget gap of £13.5m had been discussed. The Leader explained that discussions had taken place with government ministers around additional financial support however the Leader had been informed that additional financial support would not be provided. The Leader explained that the additional financial pressures on the council were due to a number of things including rising inflation and an increase in demand for services. Financial pressures would mean an increase to council tax from 3.99% to 5%. As the Chairman of the CCN, the Leader explained that a survey had been undertaken of members which found that there had been an in-year overspend of £600m with 45% of this overspend being on children services. A more sustainable approach to funding for local government was needed.

#### **196/231 MEMBERS' QUESTIONS [Item 4a]**

There were none.

#### **197/23 PUBLIC QUESTIONS [Item 4b]**

There were none.

#### **198/23 PETITIONS [Item 4c]**

There were none.

#### **199/23 REPRESENTATIONS RECEIVED ON REPORTS TO BE CONSIDERED IN PRIVATE [Item 4d]**

There were none.

#### **200/23 REPORTS FROM SELECT COMMITTEES, TASK GROUPS AND OTHER COMMITTEES OF THE COUNCIL [Item 5]**

The Chairman of the Communities, Environment and Highways Select Committee presented the Select Committee's budget recommendations stating that the committee was supportive of the capital programme and the broad goal to achieve efficiencies without any reduction in service or visible impact to residents. The committee was also supportive of tackling climate change which remained a priority. Cabinet were urged to ensure that this continues to be reflected in budget planning.

The Chairman of the Communities, Environment and Highways Select Committee presented the recommendations to the Surrey Fire and Rescue Service Performance Report & HMICFRS Inspection report. Concern was expressed over a number of areas for improvement in the inspection report but the Committee had been informed that since the submission of the inspectors report the service was working closely with the inspectorate on the inspection improvement plan. The Cabinet Member for Fire, Rescue and Resilience stated that work was being undertaken to address the issues in the inspection report which would be reported back to the Committee in due course.

The Chairman of the Resources and Performance Select Committee presented the budget recommendations from his Select Committee commenting that the Select Committee still had serious concerns around MySurrey and the long term impacts of this project. There were concerns that lessons were not being learnt as other IT projects were being started. The Cabinet Member for Finance and Resources stated that the service was trying to fully understand the lessons from the implementation of MySurrey and a task and finish group had been set up to review this work.

The Chairman of the Adults and Health Select Committee presented the budget recommendations from his Select Committee commenting that the Select Committee felt that a major transformation project is needed in adult social care so residents can live healthy in their own homes for longer, reducing the overall market demand for high cost care services by refocusing efforts on prevention and maximizing use of technology in care. The Cabinet Member for Health, Wellbeing and Public Health welcomed the recommendations and thanked the Select Committee for their work.

The Vice Chairman of the Children, Families, Lifelong Learning and Culture Select Committee welcomed the Cabinet response to the Select Committee's budget recommendations but had concerns around the cuts in funding for short break services for families. The Cabinet Member for Children, Families and Lifelong Learning stated that the service was unable to find the funds in the budget to invest more in short breaks without impacting statutory services. The Leader stated that the funding for short breaks would be used in the council's response to the government's local government finance settlement as an example of a service which positively impacts residents.

The Chairman of the Communities, Environment and Highways Select Committee presented the Select Committee's recommendations on the Surrey RoadSafe Vision Zero Road Safety Strategy 2024 to 2035 and the new 20mph speed policy and welcomed the Cabinet response. The Cabinet Member for Highways, Transport and Economic Growth welcomed the recommendations from the Select Committee stating that additional funding had been set aside for councillors allowances where up to £40,000 could be used for capital highway improvements which include new 20mph schemes.

**RESOLVED:**

That the three Select Committee reports be noted and recommendations considered.

**201/23 LEADER / DEPUTY LEADER / CABINET MEMBER/ STRATEGIC INVESTMENT BOARD DECISIONS TAKEN SINCE THE LAST CABINET MEETING [Item 6]**

There were four decisions for noting.

**RESOLVED:**

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

**202/23 CABINET MEMBER OF THE MONTH [Item 7]**

The Cabinet Member for Highways, Transport and Economic Growth provided

the Cabinet with an update on the work he and the services he supports, had been undertaking. The following points were highlighted:

- The council was pleased to welcome the Secretary of State for Transport, Mark Harper, and several officers from the Department of Transport to the highways depot in Merrow on 13 October where they were shown the new gritting fleet, including a fully electric gritter which is being trialled in the winter.
- The teams were making good progress on the Road and Pavement Horizon programmes with around 70% of this year's programmes now complete. Other planned programmes of works on highway assets such as bridges, traffic signals and safety barriers were also progressing well.
- On 28 November £7.8m of Bus service Improvement Plan funding had been agreed to be used to enhance specific bus services through improved frequency or greater hours/days of operation, support the further expansion of Digital Demand Responsive Transport services and support the roll out of the Surrey LINK Card, which offers reduced price bus travel to all residents aged 20 and under.
- The Cabinet Member had approved the County Council's representation regarding the Gatwick Airport Northern Runway Development Consent Order application which had been submitted to the Planning Inspectorate on 29th October. Objections had been sent regarding the Farnborough Airport proposals to increase the number of flights, particularly at weekends, with great concern around the environment and noise. The council did not feel it had been demonstrated significantly sufficiently that they require extra capacity.

**RESOLVED:**

That the Cabinet Member of the Month update be noted.

**203/23 ANNUAL PROCUREMENT FORWARD PLAN FY2024/25 [Item 8]**

The Cabinet Member for Finance and Resources explained that the revised Procurement and Contract Standing Orders agreed by the Council in May 2019 (and further revised in March 2023) require the preparation of an Annual Procurement Forward Plan (APFP) during the business planning cycle. The APFP had been developed for 2024/25 and Cabinet was asked to approve the plan to allow implementation of the identified procurement activity. Annex 1 listed future procurement projects and anticipated costs for these. Cabinet Members had already had the opportunity to review the list of projects and reserve for any to be considered by Cabinet.

**RESOLVED:**

1. That Cabinet gives Approval to Procure for the projects listed in Annex 1 – "Annual Procurement Forward Plan for FY2024 25" in accordance with the Council's Procurement and Contract Standing Orders.
2. That Cabinet agrees that where the first ranked tender for any projects listed in Annex 1 is within the +5% budgetary tolerance level, the relevant Executive Director, Director, or Head of Service (as appropriate) is authorised to award such contracts.

3. That Cabinet agrees the procurement activity that will be returned to Cabinet prior to going out to market (Annex 1, column R).
4. That Cabinet notes projects that will be presented to Cabinet or the Strategic Investment Board for approval of the business case (Annex 1, column T).

**Reasons for Decisions:**

- To comply with the Procurement and Contract Standing Orders agreed by Council in May 2019 and further revised in March 2023.
- To provide Cabinet with strategic oversight of planned procurement projects for FY2024/25.
- To ensure Cabinet oversight is focussed on the most significant procurements.
- To avoid the need to submit multiple individual requests for Approval to Procure as well as individual contract award approvals for work taking place in FY2024/25.

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

**204/23 APPROVAL TO PROCURE SCHOOL MEALS TRANSPORTATION [Item 9]**

The Cabinet Member for Children, Families and Lifelong Learning explained that the report requested Cabinet approval to procure for the supply of transport for school meals for primary school children in reception, year 1 to year 6 across Surrey, where a school does not have their own kitchen facilities.

**RESOLVED:**

1. That Cabinet gives approval to procure for the supply of transport for school meals to primary schools that do not have adequate kitchen facilities to prepare and cook a compliant school meal service over 5 years (3 year with the option to extend up to a further 24 months).
2. That Cabinet approves the delegation of contract award decisions to the Deputy Chief Executive and Executive Director of Resources in consultation with the Cabinet Member for Finance and Resources and the Cabinet Member for Children, Families and Lifelong Learning.

**Reasons for Decisions:**

The current School Meals Transportation contract will end on 31<sup>st</sup> August 2024.

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

## **205/23 A NEW DRAFT VISION ZERO ROAD SAFETY STRATEGY AND 20 MPH SPEED LIMIT POLICY [Item 10]**

The Cabinet Member for Highways, Transport and Economic Growth introduced the report explaining that a new Surrey RoadSafe Partnership Vision Zero Road Safety Strategy has been drafted in collaboration with Surrey Police, the Police and Crime Commissioner, Surrey Fire and Rescue Service and National Highways. The aim of the new strategy was to help collectively reduce death and injury on Surrey roads. It had been drafted following a best practice Vision Zero and Safe Systems approach, with a target to reduce collisions where someone had been killed or seriously injured by 50% by 2035. The new strategy included a summary analysis of the trend in road casualties, proposed a new casualty reduction target, and described a new flexible approach to implementing 20 mph speed limits. It was explained that if approved by Cabinet, the draft Surrey RoadSafe Partnership Vision Zero Road Safety Strategy would be published for a public and stakeholder consultation commencing in January 2024 and running until mid-March 2024.

### **RESOLVED:**

1. That Cabinet welcome the new draft Surrey RoadSafe Partnership Vision Zero Road Safety Strategy and the collaborative work of Council Officers, Surrey Police, The Police and Crime Commissioner, Surrey Fire and Rescue Service, and National Highways that has produced the draft document.
2. That Cabinet agree that a public and stakeholder consultation on the draft strategy, inclusive of a new 20 mph speed limit policy, be held commencing in January 2024 and running for 10 weeks to mid-March 2024.
3. That Cabinet agree that the results of the public and stakeholder consultation, along with any proposed changes to the strategy and 20 mph speed limit policy, be brought back to Cabinet in Spring 2024 for final approval.

### **Reasons for Decisions:**

A new Surrey RoadSafe Partnership Vision Zero Road Safety Strategy, incorporating a new 20mph policy, based on best practice is crucial to reducing road death and injury throughout Surrey.

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

## **206/23 CRANLEIGH CHURCH OF ENGLAND PRIMARY SCHOOL [Item 11]**

*The Cabinet Member for Finance and Resources left the meeting at 15:03.*

The Cabinet Member for Children, Families and Lifelong Learning introduced the report which explained the complex situation at Cranleigh Church of England Primary which included the rationalisation of two sites on to one; the future of a Special Educational Needs (SEN) Unit for infant-aged children with Communication and Interaction Needs (COIN); the need for capital works at the school required to bring this school up to a reasonable standard; and the

plan for the school to convert to an academy. Ofsted inspected the school in December 2022 and judged the overall effectiveness as Inadequate. An Interim Executive Board was put in place. The Department for Education issued an academy order for the Cranleigh Church of England Primary School in March 2023 with the Good Shepherd Trust as the preferred sponsor.

**RESOLVED:**

1. That Cabinet agrees Cranleigh Church of England Primary School will operate exclusively on the junior school site with reversion of the infant school site to Surrey County Council.
2. That Cabinet approves the retention of Acorn Nursery on the infant site.
3. That Cabinet approves the use of the reception building on the infant site by Acorn Nursery.
4. That Cabinet notes the uncertain future of the SEND Centre for COIN at the school.
5. That Cabinet approves the funding for the works to take place at the school to enable the junior school building to be transferred to the academy trust in a suitable state, as outlined in the Part 2 report of this report.

**Reasons for Decisions:**

The recommendations are based on securing the future of the school by enabling the academy trust to have the best opportunity on a consolidated school site to improve the education for the benefit of children in Cranleigh.

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

*The Cabinet Member for Finance and Resources returned to the meeting at 15:10.*

**207/23 SPECIAL GUARDIAN AND FOSTER CARE REMUNERATION [Item 12]**

The Cabinet Member for Children, Families and Lifelong Learning introduced the report explaining that Cabinet were being asked to match Special Guardian allowances to those of foster carers, subject to the means test and Surrey County Council Allowance policy. The Leader stated that if these changes were agreed this would mean an additional pressure of £1.745m annual increase to Special Guardianship allowances. Special Guardians are people who look after children who are not their own, following a court order. The Special Guardianship Order gives children more permanence than a regular fostering arrangement and gives their guardians more rights to make decisions on their behalf.

**RESOLVED:**

1. That Cabinet agrees, as per statutory guidance, to match Special Guardian allowances to those of foster carers, subject to the means test and Surrey County Council Allowance policy.
2. That Cabinet approves the request to back-date the improved remuneration package to 1 April 2023.

### **Reasons for Decisions:**

To bring the current Special Guardianship allowances in line with statutory guidance.

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

### **208/23 SCHOOL BASIC NEED [Item 13]**

The Cabinet Member for Children, Families and Lifelong Learning introduced the report which provided an update on plans to provide mainstream school places via the council's capital programme. The report sets out the demand for mainstream school places for children of statutory school age between 5 and 16. The demand is identified through the forecast prepared by the school place planning teams. The report highlights sources of funding for these school places and also identifies risks associated with this work. The council had already provided 14,700 additional primary school places and 8800 secondary school places and would need to make plans to provide 1500 primary and 1900 secondary places by the end of 2024.

The school place planning team were thanked for their work in helping to develop school places in areas with additional housing.

### **RESOLVED:**

1. That Cabinet acknowledges the approved Mid Term Financial Strategy (MTFS) 2023/24 funding for School Basic Need (SBN) programme, as identified in Part 2 of this report.
2. That Cabinet approves the delegation of authority to allocate resources from the approved budget required for individual projects to the Cabinet Members for Children, Families and Lifelong Learning, and for Property, Waste and Infrastructure following Capital Programme Panel endorsement.
3. That Cabinet notes cost pressures arising from schemes for the purpose of meeting the requirements for schools safeguarding; disability access; and sustainability.
4. That Cabinet endorses the expenditure of Basic Need funding for safeguarding, disability access and sustainability where required.
5. That Cabinet notes the impact of increased construction costs.
6. That Cabinet approves delegated authority to the Director or Assistant Director(s) of Land & Property to authorise the Council to enter into all associated licences and agreements required to facilitate the capital works.

### **Reasons for Decisions:**

The recommendations ensure relevant delegated authority and acknowledgement of revised benchmark costs to efficiently deliver basic need places. The paper outlines the strategy for the provision of additional mainstream school places within the Medium-Term Financial Strategy 2023/24 for school basic need. This takes account of the latest cost estimates and forecast needs for pupil places.



This paper reconciles the Basic Need grant spend to date, at year end 2023/34, and forecasts the next five-year projected capital spend for education project delivery. The delegations of authority allow for individual project level approvals within the programme funding envelope, as well as necessary legal authority to enter into agreements for the works.

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

## **209/23 YOUR FUND SURREY APPLICATION - STANWELL EVENTS - ACORN PROJECT [Item 14]**

The Deputy Leader and Cabinet Member for Customer and Communities introduced the report explaining that the Stanwell Events Acorn Project was requesting £1,105,834 for their project. Stanwell Events was a registered charity currently located in the Long Lane Pavilion in Stanwell, Spelthorne. The charity supported the residents of Stanwell and surrounding areas to access activities and services to improve their quality of life. In addition to a foodbank, Stanwell Events delivered a range of activities for people to relax, interact, learn and enrich their lives. The project aims to re-develop the existing pavilion to make vital extensions and adaptations and create a fully usable community building, fit for the 21st century and for generations to come. The re-development will include extending into an existing paved recess area on the ground floor and erecting a first-floor extension on the existing footprint of the building. Members recognised the positive impact this project would make on the local community and commended the charity on their work in the community.

### **RESOLVED:**

1. That Cabinet approves the full amount requested of £1,105,834 (79% of total project cost), comprised of:
  - Up to £1,105,834 of capital funding towards the development of the pavilion to be paid in staged payments, on evidence of spend.
  - This includes 5% (£55,291) which will be retained as final payment until evidence of income, expenditure, building control sign-off and 25-year lease is provided.
  - A condition within the funding agreement will be to ensure we are satisfied with, and see, the Agreement for Lease with Spelthorne Borough Council before releasing any monies.

### **Reasons for Decisions:**

- This application has been the subject of a rigorous assessment process by officers, as set out in the body of this report. Officers consider the project to meet the aims and published criteria of the fund and to satisfy the requirements to award funding.
- The project aims to turn an existing community sports pavilion, currently not fit for purpose, into a modern and accessible community hub for

residents and services in an identified Surrey County Council and Health and Wellbeing Board Key Neighbourhood.

- Stanwell Events already support many residents in the area and this project will enable them to have a long-term base that allows them to expand their service and support more residents. It is expected the new facility will increase services across all projects by 30-50%, with over 33,000 visits per year.

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

## **210/23 ACQUISITION OF CORPORATE OFFICE HUB IN NORTHWEST SURREY [Item 15]**

The Cabinet Member for Finance and Resources introduced the report explaining that the intention was to relocate Quadrant Court in Woking to a new corporate hub based in Woking. It was explained that there was significant risk if the current building was retained as it required significant investment. The new corporate hub was a modern building. Both recommendation one and four in the report were updated. The Leader stated that the Cabinet needed to be satisfied with the commercial terms of the agreement.

### **RESOLVED:**

1. That Cabinet approves the acquisition of the freehold interest in a corporate office building in Woking subject to the terms set out in the part 2 report. The required capital investment to purchase the property and its details are commercially sensitive at this time and are set out in the Part 2 report.
2. That Cabinet approves procurement of appropriate supply chain partners to deliver design and fit out of the new corporate office space in accordance with the Council's Procurement and Contract Standing Orders.
3. That Cabinet grants delegated authority to the Deputy Chief Executive and the Director of Land and Property in consultation with the Cabinet Member for Finance and Resources to (i) conclude the acquisition terms to purchase the corporate office building, (ii) undertake procurement and associated contract awards and (iii) provide approval to enter into required legal documentation as necessary to complete the purchase and fit out works.
4. 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 +10% of the budgetary tolerance level.

### **Reasons for Decisions:**

Following the continued success of the Council's Agile Office Estate (AOE) strategy over the last two years, the purchase of the recommended property is the next step in the AOE programme.

As outlined in the Agile Office Estate – North-West and South-West Corporate Office Workspace report (the December 2022 report), the medium to long term costs for the Council to remain in Quadrant Court represent a financial risk to the Council. Quadrant Court would require a high level of investment to achieve desired standards for Services to be delivered in the best way for residents and meet our net zero targets by 2030.

Approving the recommendations in this report will allow the Council to continue its programme of rationalising its corporate estate, drive efficiencies, reduce the Council's carbon footprint, and deliver Services from a modern, agile environment which will better serve residents and employees. Services will be delivered from a central location in Woking, the preferred area in north-west Surrey. The property has good access to public transport and carparking.

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

### **211/23 2023/24 MONTH 7 (OCTOBER) FINANCIAL REPORT [Item 16]**

The Cabinet Member for Finance and Resources introduced the monthly budget monitoring report which provided details of the County Council's 2023/24 financial position, for revenue and capital budgets, as at 31<sup>st</sup> October 2023 (M7) and the expected outlook for the remainder of the financial year. With regards to Revenue, at M7, the Council was forecasting an overspend of £1.9m against the 2023/24 revenue budget, after the application of the contingency budget. The application of the contingency reduced the overall net forecast overspend position and enabled directorates to focus on maximising the opportunities to offset further risks of overspends, in order to contain costs within available budget envelopes. With regards to Capital at Month 7, capital expenditure of £268.5m was forecast for 2023/24, a variance of £0.2m to the re-set budget of £268.3m.

#### **RESOLVED:**

1. That Cabinet notes the Council's forecast revenue budget (after the application of the full contingency budget) and capital budget positions for the year.

#### **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)*

### **212/23 EXCLUSION OF THE PUBLIC [Item 17]**

**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.

**213/23 ANNUAL PROCUREMENT FORWARD PLAN FY2024/25 [Item 18]**

The Cabinet Member for Finance and Resources introduced a Part 2 annex which contained 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 the authority holding that information).

**RESOLVED:**

See Minute 203/23

**Reasons for Decisions:**

See Minute 203/23

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

**214/23 APPROVAL TO PROCURE SCHOOL MEALS TRANSPORTATION [Item 19]**

The Cabinet Member for Children, Families and Lifelong Learning introduced a Part 2 annex which contained 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 the authority holding that information).

**RESOLVED:**

See Minute 204/23.

**Reasons for Decisions:**

See Minute 204/23.

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

**215/23 CRANLEIGH CHURCH OF ENGLAND PRIMARY SCHOOL [Item 20]**

The Cabinet Member for Children, Families and Lifelong Learning introduced a Part 2 annex which contained 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 the authority holding that information).

**RESOLVED:**

1. That Cabinet approves the funding for the capital works to take place at the school to enable the junior school building to be transferred to the academy trust in a suitable state, as set out in this report.

**Reasons for Decisions:**

The approval of the capital expenditure for the increase in cost of the agreed works, the backlog of condition issues and the conversion at the junior block for infant places, will enable the conversion of the school to join the Good Shepherd Trust. This will give the school a good platform for improvement and be the best opportunity for the children attending the school.

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

**216/23 SCHOOL BASIC NEED [Item 21]**

The Cabinet Member for Children, Families and Lifelong Learning introduced a Part 2 annex which contained 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 the authority holding that information).

**RESOLVED:**

1. That Cabinet acknowledges the approved Medium Term Financial Strategy (MTFS) 2023/24 funding for School Basic Need (SBN) programme, as shown Annex B of this report.

**Reasons for Decisions:**

The recommendations ensure relevant delegated authority and acknowledgement of revised benchmark costs to efficiently deliver basic need places. The paper outlines the strategy for the provision of additional mainstream school places within the Medium-Term Financial Strategy 2023/24 for school basic need. This takes account of the latest cost estimates and forecast needs for pupil places.

This paper reconciles the Basic Need grant spend to date, at year end 2023/24, and forecasts the next five-year projected capital spend for education project delivery. The delegations of authority allow for individual project level approvals within the programme funding envelope, as well as necessary legal authority to enter into agreements for the works.

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

**217/23 ACQUISITION OF CORPORATE OFFICE HUB IN NORTH-WEST SURREY [Item 22]**

The Cabinet Member for Finance and Resources introduced a Part 2 annex which contained 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 the authority holding that information).

There was a short discussion around the costings for the acquisition and the design of the building. Recommendations one and two in the report were updated.

**RESOLVED:**

1. That Cabinet approves acquiring the freehold interest in [E-18-23] at a purchase cost of no more than [E-18-23].
2. That Cabinet approves the total capital budget for the project at [E-18-23]. (See paragraph 3 of the Executive Summary for a breakdown of all associated costs).
3. Approves procurement of appropriate supply chain partners to deliver design and fit out of the new corporate office space in accordance with the Council's Procurement and Contract Standing Orders.
4. That Cabinet grants delegated authority to the Deputy Chief Executive and the Director of Land and Property in consultation with the Cabinet Member for Finance and Resources to (i) conclude the acquisition terms to purchase the corporate office building, (ii) undertake procurement and associated contract awards and (iii) provide approval to enter into required legal documentation as necessary to complete the purchase and fit out works.
5. 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 +10% of the budgetary tolerance level.

**Reasons for Decisions:**

See Minute 210/23.

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

**218/23 PUBLICITY FOR PART 2 ITEMS [Item 23]**

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

Meeting closed at 15:55

---

**Chairman**