

**MINUTES OF THE MEETING OF THE CABINET  
HELD ON 25 APRIL 2023 AT 2.00 PM  
IN THE COUNCIL CHAMBER, SURREY COUNTY COUNCIL,  
WOODHATCH PLACE, 11 COCKSHOT HILL, REIGATE, SURREY,  
RH2 8EF.**

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

Members: = Present

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

Deputy Cabinet Members:

- \*Maureen Attewell
- \*Rebecca Paul
- \*Paul Deach
- \*Jordan Beech

Members in attendance:

Jeremy Webster, Vice-Chairman of the Children, Families, Lifelong Learning & Culture Select Committee

**PART ONE  
IN PUBLIC**

**51/23 APOLOGIES FOR ABSENCE [Item 1]**

There were no apologies.

**52/23 MINUTES OF PREVIOUS MEETING: 28 MARCH 2023 [Item 2]**

These were agreed as a correct record of the meeting.

**53/23 DECLARATIONS OF INTEREST [Item 3]**

There were none.

**PROCEDURAL MATTERS [Item 4]**

**54/23 MEMBERS' QUESTIONS [Item 4a]**

There was no member questions.

**55/23 PUBLIC QUESTIONS [Item 4b]**

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

With regards to her public question, Anna Sutherland asked the following supplementary question which was at what stage during the tribunal process did the council usually concede as currently 71 % of SEND cases were resolved before the hearing and if the council uses the often lengthy SEND tribunal process as a way to save some expensive special school fees. The Cabinet Member for Education and Learning stated that with regards to the 71% of cases settled before tribunal she would check if this information was available and pass this information onto the questioner. The Cabinet Member stated that the SEND process was not used as a way of saving money on independent non- maintained sector fees. The council's aim was to ensure every child's needs were met at the earliest possible opportunity and that every child should get the education they need. The council did not put families through the unnecessary stress of tribunals as the council was aware of the distress these caused.

With regards to the second public question, a supplementary question was asked on behalf of Louise Gannon which was how does the council feel about the money being paid out to well deserving families when they could fix their many procedural faults and use the £182 + K for making SEND better for all children & families. The Cabinet Member for Education and Learning stated that when a fault was found with the council it was important the council acknowledged these faults and compensated these families accordingly. It was important the council learns from these cases and what went wrong in the past and how to make services better for the children and young people going forward.

**56/23 PETITIONS [Item 4c]**

There were none.

**57/23 REPRESENTATIONS RECEIVED ON REPORTS TO BE CONSIDERED IN PRIVATE [Item 4d]**

There were none.

**58/23 REPORTS FROM SELECT COMMITTEES , TASK GROUPS AND OTHER COMMITTEES OF THE COUNCIL [Item 5]**

The report was introduced by the Vice-Chairman of the Children, Families, Lifelong Learning & Culture Select Committee who welcomed the Cabinet response and the recognition in the response to the need for culture change within Children's service. The Vice-Chairman stated that whilst visiting staff at offices, concern had been raised around parking and flexibility in the workplace. Concern was also raised by the Select Committee around how managers were carrying out management of staff and finally, key worker housing had been raised as a concern. The Cabinet Member for Children and Families thanked the Select Committee for their report and welcomed the support being provided to the service. The Cabinet Member agreed to pass on the operational comments raised by the Vice-Chairman to the Executive Director for Children, Families and Lifelong Learning. Key worker housing was a priority for the council and work was being undertaken to deliver this. The Cabinet Member for Education and Learning explained that there had been a

rich discussion at the Select Committee around workforce. There had been a shortage of educational psychologists in the SEND department which was also a national issue. The Leader stated that the council would be looking to use its own land to support key worker housing going forward.

**RESOLVED:**

That the Select Committee report be noted and recommendations considered.

**59/23 LEADER / DEPUTY LEADER / CABINET MEMBER/ STRATEGIC INVESTMENT BOARD DECISIONS TAKEN SINCE THE LAST CABINET MEETING [Item 6]**

The decisions taken were briefly explained and noted.

**RESOLVED:**

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

**60/23 CABINET MEMBER OF THE MONTH [Item 7]**

The Deputy Leader and Cabinet Member for Communities and Community Safety provided the Cabinet with an update on the work she and the services she supports had been undertaking. The following key points were raised:

- Local Area Coordinators and Community link officers were active in each of our 11 districts and boroughs, building strong Connexions alongside county councillors and working with many community groups. Their work had been well received and they have an important role signposting residents and linking communities to council. In Hurst Green the Local Area Coordinator had worked with residents to set up a craft club and pop-up café, which is leading to introductions to people who need support but don't know where to turn.
- The towns and villages work was enabling effective joined up working around residents and families in their locality and their unique town or village. This work would directly address health inequalities and improve equality of opportunity.
- Your Fund Surrey was launched in November 2020 and applications were increasing and the council was funding many more projects, including the largest to date £1.9 million to create a new community centre and pavilion in the heart of Oxted.
- The Customer Services Welfare line continues to work closely with Citizens Advice and Surrey Crisis Fund colleagues dealing with a range of enquires from benefits advice to emergency support and mental wellbeing issues.
- Ambitious plans for Surrey libraries would be delivered through significant capital investment, alongside grants and funding and will mean every Surrey library would benefit. These changes would deliver an improved offer for all residents, cementing libraries as community anchors and hubs.
- With regards to Surrey Fire and Rescue Service, investment was being made in the redevelopment of Reigate fire station and Chobham

and Lingfield on- call fire stations, as well as the new training facilities and a firehouse at Wray Park.

- Trading standards had been working to protect young people from unsafe vapes and the Community safety team were working with Surrey Police to respond to the government's anti-social behaviour action plan and to counter serious youth violence by providing teachers with resources to deliver community safety messaging.

**RESOLVED:**

That the Cabinet Member of the Month update be noted.

**61/23 TRANSFORMATION OF ACCOMMODATION WITH CARE AND SUPPORT FOR WORKING AGE ADULTS: DELIVERY STRATEGY FOR MODERNISING AND TRANSFORMING ACCOMMODATION WITH SUPPORT FOR PEOPLE WITH MENTAL HEALTH NEEDS [Item 8]**

The report was introduced by the Cabinet Member for Adults and Health who explained that the report furthers the council's 2021 strategy for adult social care and mental health. The council was aware that there was a demand deficit for supported independent living units by 2030. It was vital residents had good quality places to live. The service was looking at five potential sites owned by the council to develop or repurpose into supported living accommodation. These sites were spaced evenly across the county. Cabinet was being asked to approve £2.1m for a feasibility study to move the business case forward for the projects. The Cabinet Member for Property and Waste commented that the business cases would determine the delivery route for the accommodation and the capital funding requirement. If the delivery routes were not affordable on any of the sites, then the relevant sites would be released to other services for other uses. The Cabinet Member for Children and Families welcomed the development of the mental health supporting individuals team which would review people in existing supported independent living and identify if that accommodation was still the most appropriate for them

**RESOLVED:**

1. That Cabinet approves the delivery strategy for the Accommodation with Care and Support Programme for Mental Health.
2. That Cabinet gives in-principle approval for the sites listed in Part 2 to be used for Supported Independent Living accommodation for people with mental health needs. Subject to successful completion of feasibility studies at the site, business cases will be presented to Cabinet to confirm final approval for the development of SIL accommodation at these sites including any required capital funding from the council.
3. That Cabinet approves capital funding of £2.1m from the Corporate Feasibility Fund for a feasibility study to progress Supported Independent Living accommodation at five identified sites disclosed in Part 2 of this report.

4. That Cabinet approves procurement of appropriate supply chain partners for the delivery of all associated services required for the feasibility studies (which includes appointments, contract award and negotiation of any contractual changes based on the appointments) in accordance with the council's Procurement and Contract Standing Orders.
5. That Cabinet agrees that, regarding the procurement of supply chain partners for the feasibility studies, within the +/-5% budgetary tolerance level, the Executive Director of Resources and the Director of Land and Property are authorised to award such contracts.

#### **Reasons for Decisions:**

Tackling health inequality and empowering our communities are two of the council's four strategic priorities. Poor mental health is a key factor in a range of conditions and personal situations, such as substance misuse, unemployment, poor physical health, that create and/or worsen health inequality. The mental health system in Surrey is under great stress and is struggling to manage the demands made upon it.

The mental health AwCS programme will contribute to tackling health inequality and empowering our communities by making sure no one is left behind. It will enable a strong focus on prevention and addressing services gaps, alongside improving outcomes for people with mental health needs. It will achieve this by focusing on three specific areas: **a place to call home, support to recover, and short-term support.**

The mental health AwCS programme will contribute to 'The Housing, Homes and Accommodation Strategy for Surrey' by ensuring that the council and partners are delivering the SIL needed for our residents.

Approving the sites in principle for mental health SIL, which are part of the council's current estate portfolio, will allow us to re-use or optimise existing freehold assets.

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

#### **62/23 STRATEGIC WASTE INFRASTRUCTURE [Item 9]**

The Cabinet Member for Property and Waste introduced the report explaining that Surrey County Council was the statutory waste disposal authority and was responsible for the transfer, treatment and disposal of all household waste collected within Surrey. The council's current waste infrastructure included 5 waste transfer stations, 15 community recycling centres, a gasifier treating 55,000 tonnes of residual waste and an anaerobic digester treating 40,000 tonnes of food. A full review had been carried out and this had identified that there would be gaps in the council's infrastructure network post 2024. The plan sets out the infrastructure required within the next seven years to sustain waste management over the next 30 years. The report focused on the upgrade and development of assets within the geography of Surrey where there was a critical need for that infrastructure, presenting five recommended work packages needed to safeguard the future of waste services. It was

added that a reuse hub, Ivy Dene Cottage, would be developed on the site adjacent to the Eco Park. Cabinet Members welcomed the initiatives that would be incorporated at the Eco Park and the development of the reuse hub at this site.

**RESOLVED:**

1. That Cabinet approve the programme of work for the development of strategic waste infrastructure needed to meet the statutory duty of Surrey County Council to manage residual municipal waste and to encourage more recycling and reuse.

**Reasons for Decisions:**

Approval of the waste Strategic Infrastructure Plan is pivotal in testing the feasibility of the infrastructure developments required to meet Surrey's residents' growing needs and the Council's statutory obligations. The packages of work detailed will provide a robust basis on which solutions can be developed. These solutions will provide the Council with resilience to legislative and market changes, security of facilities reducing dependency on third parties, and ensure value for money for the future delivery of statutory waste services.

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

**63/23 REIGATE FIRE STATION - REDEVELOPMENT SCHEME [Item 10]**

The report was introduced by the Deputy Leader and Cabinet Member For Communities and Community Safety who explained that Cabinet was being requested to approve the redevelopment of Reigate Fire Station. Improvements were required to allow Surrey Fire and Rescue Service (SFRS) to accommodate the new larger fire appliances used by the Service as well as to upgrade welfare facilities and the working environment for SFRS personnel. Significant engagement had taken place between the design team and crew. The Cabinet Member for Property and Waste commented that the project would be a 12 month build out undertaken in phases to reduce operational impact.

**RESOLVED:**

1. That Cabinet approves capital funding from the pipeline to redevelop the Reigate SFRS site to design and construct a new fire station on the existing site. The capital funding required to develop the new facilities is commercially sensitive at this time and is set out in the Part 2 report.
2. That Cabinet approves procurement of appropriate supply chain partners to deliver the design, build and fit out of the new structures in accordance with the Council's Procurement and Contract Standing Orders.
3. That Cabinet notes that, regarding the procurement of supply chain partners, the Executive Director for Resources and the Director of

Land and Property are authorised to award such contracts, up to +5% of the budgetary tolerance level.

**Reasons for Decisions:**

It is essential to redevelop Reigate Fire Station in order to:

- Address and mitigate constraints the current building presents to SFRS, its service and the personnel based in the fire station.
- House the new, larger fire appliances used by SFRS.
- Improve the health and safety provision and welfare facilities for SFRS staff.

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

**64/23 GODSTONE DEPOT - REDEVELOPMENT [Item 11]**

The Cabinet Member for Highways and Community Resilience introduced the report explaining that Cabinet was being asked to approve the redevelopment of Godstone depot which needed to be fit for purpose so it could provide critical frontline services all year. The Cabinet Member explained the work that would be undertaken including constructing new storage areas and improving the current vehicle routing through the site. The depot was strategically critical to the highways service especially those in the east of the county and would be designed to be more energy efficient. The Cabinet Member for Property and Waste explained that construction was expected to take a year and start in April 2024.

**RESOLVED:**

1. That Cabinet approves capital funding from the pipeline to redevelop the Godstone Depot site to design and construct a new working and operational facilities on the existing site. The capital funding required to develop the new facilities is commercially sensitive at this time and is set out in the Part 2 report.
2. That Cabinet approves procurement of appropriate supply chain partners to deliver the design, build and fit out of the new structures in accordance with the Council's Procurement and Contract Standing Orders.
3. That Cabinet notes that, regarding the procurement of supply chain partners, the Executive Director for Resources and the Director of Land and Property are authorised to award such contracts, up to +5% of the budgetary tolerance level.

**Reasons for Decisions:**

It is essential to redevelop Godstone Depot in order to:

- Enable the Service to improve and enhance its critical front-line function, supporting the county's economy by enabling safer travel for Surrey's road users.

- Provide fit for purpose, long-term facilities for the Highways and Transport Service and its partners to deliver its critical services and statutory duties to maintain the county's roads, including gritting during winter weather.
- Improve the working, operational and health and safety environments for Highways and partner staff based at Godstone Depot.

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

#### **65/23 2022/23 MONTH 11 (FEBRUARY) FINANCIAL REPORT [Item 12]**

The Cabinet Member for Finance and Resources introduced the report explaining that at Month 11 the Council was forecasting a full year deficit of £2.1m against the approved revenue budget, an improvement of £0.3m since Month 10. The capital budget was reset at Month 9 to £210m. The Month 11 forecast of £199.9m was £10.1m less than the reset budget. Strategic Capital Groups were working towards mitigating this slippage for the remainder of this financial year. The Cabinet Member was confident that the council would achieve a balanced budget at year end. This was confirmed by the Leader who was confident no reserves would be required to balance the budget. The Leader commented that this year had been challenging with rising inflation and increasing demand and commended Cabinet Members and officers for achieving a respectable outturn for the year.

#### **RESOLVED:**

1. That Cabinet notes the Council's forecast revenue and capital budget positions for the year, including the use of the residual contingency budget and the commitment to continue to mitigate overspending budgets.

#### **Reasons for Decisions:**

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

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

#### **66/23 EXCLUSION OF THE PUBLIC [Item 13]**

**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.

#### **67/23 TRANSFORMATION OF ACCOMMODATION WITH CARE AND SUPPORT FOR WORKING AGE ADULTS: DELIVERY STRATEGY FOR MODERNISING AND TRANSFORMING ACCOMMODATION WITH SUPPORT FOR PEOPLE WITH MENTAL HEALTH NEEDS [Item 14]**



The Cabinet Member for Adults and Health introduced the Part 2 report 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 gives in principle approval for the sites disclosed in Part 2 of the report for new Supported Independent Living accommodation, subject to the completion of feasibility assessments and full financial business cases being presented to Cabinet for final approval, including any required capital funding from the council for the recommend delivery model.

**Reasons for Decisions:**

See Minute 61/23.

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

**68/23 REIGATE FIRE STATION - REDEVELOPMENT SCHEME [Item 15]**

The Deputy Leader and Cabinet Member for Communities and Community Safety introduced the Part 2 report 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 Exempt Minute [E-04-23]

**Reasons for Decisions:**

See Exempt Minute [E-04-23]

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

**69/23 GODSTONE DEPOT - REDEVELOPMENT [Item 16]**

The Cabinet Member for Highways and Community Resilience introduced the Part 2 report 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 Exempt Minute [E-05-23]

**Reasons for Decisions:**

See Minute 64/23.

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

**70/23 PROPERTY TRANSACTION- DISPOSAL OF HALSEY GARTON LTD INVESTMENT ASSET [Item 17]**

The Cabinet Member for Property and Waste introduced the Part 2 report 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:**

That Cabinet approves the disposal of the investment asset.

See Exempt Minute [E-06-23]

**Reasons for Decisions:**

See Exempt Minute [E-06-23]

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

**71/23 PUBLICITY FOR PART 2 ITEMS [Item 18]**

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

Meeting closed at 15:03

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**Chairman**