

**MINUTES OF THE MEETING OF THE CABINET
HELD ON 23 JULY 2024 AT 2.00 PM
IN THE 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
- *Steve Bax
- *Jonathan Hulley

Members in attendance:

Catherine Baart, Local Member for Earlswood and Reigate South
Jonathan Essex, The Green Party Group Leader
Fiona Davidson, Chairman of the Children, Families, Lifelong Learning and Culture Select Committee
Bob Hughes, Chairman of the Resources and Performance Select Committee
Steven McCormick, Vice Chairman of the Resources and Performance Select Committee
Keith Witham, Chairman of the Communities, Environment and Highways Select Committee
Trefor Hogg, Chairman of the Adults and Health Select Committee

**PART ONE
IN PUBLIC**

97/24 APOLOGIES FOR ABSENCE [Item 1]

Apologies were received from Paul Deach.

98/24 MINUTES OF PREVIOUS MEETING: 25 JUNE 2024 [Item 2]

These were agreed as a correct record of the meeting.

99/24 DECLARATIONS OF INTEREST [Item 3]

There were none.

100/241 PROCEDURAL MATTERS [Item 4]

The Leader made the following statement:

In February 2024, Cabinet considered a report on the provision of Primary School Places in the Planning Area of Reigate and agreed two actions:

- The creation of an education working group to explore school reorganisation possibilities in the Reigate area.
- To pursue the determination of the live planning application to re-locate Reigate Priory Junior School to Woodhatch Place to establish if this is a viable option.

The working group includes school leaders and education professionals and also a small reference group for parents and carers to ensure their views are also factored into plans. The group has met on a number of occasions, and we now expect the group to continue its work through into the start of the Autumn Term.

It was also recommended by Cabinet to pursue the determination of the planning application for a new school building for Reigate Priory Junior School on the Woodhatch site. Officers have now submitted additional planning documentation to address the issues raised by the planning committee.

That application will be subject to public consultation and details can be found on the Surrey County Council website. Once this work is fully completed, findings from both the education working group and the decision of the planning committee will be brought back to Cabinet, to consider all conclusions and decide next steps and that is likely to be in the Autumn.

100/24 MEMBERS' QUESTIONS [Item 4a]

There were eight member questions. A response to the questions were published in a supplementary agenda.

Catherine Baart had a supplementary question in relation to collision data provided by Surrey Police but would contact the Cabinet Member by email for a response.

Jonathan Essex asked for assurances that the new temporary library in Redhill would be larger than the current temporary library which was quite small. The Deputy Leader and Cabinet Member for Customer and Communities assured the member that both the land and property team and libraries team would be ensuring continuity in library provision.

101/24 PUBLIC QUESTIONS [Item 4b]

There were none.

102/24 PETITIONS [Item 4c]

There were none.

103/24 REPRESENTATIONS RECEIVED ON REPORTS TO BE CONSIDERED IN PRIVATE [Item 4d]

There were none.

104/24 REPORTS FROM SELECT COMMITTEES, TASK GROUPS AND OTHER COMMITTEES OF THE COUNCIL [Item 5]

The DB&I task group report was introduced by the Vice Chairman of the Resources and Performance Select Committee, Steven McCormick who explained that the task group had been set up to consider the SAP Enterprise Resource Planning (ERP) replacement project, why the programme had overrun, what had gone wrong, and what lessons could be learned from the project. The Vice-Chairman thanked officers, witnesses and members for their support with the work of the task group. The task group was not looking for someone to blame but looking at lessons that could be learnt and taken on board going forward. The complexity of the programme was understood and the work of the teams supporting the delivery of the programme was recognised. The Leader thanked the task group for the comprehensive report. The Cabinet Member for Finance and Resources thanked the task group for the report stating that the report was very balanced and recognised the challenges associated with delivering a programme of this scale. The Cabinet accepted the recommendations of the task group and had responded to each of these in detail. The Chairman of the Resources and Performance Select Committee thanked the Vice Chairman of the Select Committee for leading the task group and welcomed Cabinet's endorsement of the recommendations. He explained that the report focused on what could be learnt from the past when major projects were agreed and thanked officers for their support and advice.

The report regarding Mindworks and the Neurodevelopmental Pathway was introduced by the Chairman of the Adults and Health Select Committee, Trefor Hogg who explained that neurodivergent traits were much more frequent than generally appreciated, and that children,

young people, families and adults can all be affected, often without it being identified. This had resulted in higher volumes than anticipated for Mindworks which was now also a national issue. The recommendations relate to transformation of the service to a more community based model where parents can be supported locally and where help, support and treatment can happen in advance of a formal diagnosis. The Chairman asked the Cabinet to use every opportunity it had to lobby government for resources in this area. The Cabinet Member for Children, Families and Lifelong Learning stated that at the meeting where this item was being discussed there seemed to be a great deal of frustration from families and schools regarding the neurodevelopment pathway and although the service wasn't delivered by the council there was a recognition of the impacts delays had on families and children. The Chairman of the Children, Families, Lifelong Learning and Culture Select Committee also spoke on the item. The Chairman explained that parents and schools felt abandoned by Mindworks who seemed to have given up on providing frontline neurodevelopmental screening and assessment and had effectively handed over this responsibility to schools. There was a recognition that Mindworks had been overwhelmed by requests for assessments, diagnosis and treatment but that their response to this had been unacceptable. Mindworks were promising a transformation strategy and plan in the autumn. The Chairman requested that the Leader and Cabinet Member for Children, Families and Lifelong Learning ensured that the two Integrated Care Boards and Mindworks are reminded of their responsibilities as laid out by NHS England as they were appearing to ignore them. Despite a requirement that ICBs do not restrict or withhold access to an autism diagnosis, today in Surrey, access is being rationed. The Cabinet Member for Children, Families and Lifelong Learning explained that Mindworks was producing a transformation plan on how they will improve their performance and the council would be ensuring this plan was published. The Cabinet Member and Leader had been in constant dialogue with Mindworks Leadership about this issue. The Leader stated that as Chairman of the Surrey Heartlands ICP he would be raising this issue with the Health and Wellbeing board in September and that a number of conversations had already taken place with Mindworks and Surrey and Borders partnership.

The remaining two Select Committee reports would be considered when the relevant item was introduced on the agenda.

RESOLVED:

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

105/24 DECISIONS TAKEN SINCE THE LAST CABINET MEETING [Item 6]

There were two decisions for noting.

RESOLVED:

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

106/24 CABINET MEMBER OF THE MONTH [Item 7]

The report was introduced by the Cabinet Member for Health and Wellbeing, and Public Health. The following key points were made:

- The Mental Health Improvement Fund was coming into its final phase and the council would be partnering up with the Community Foundation for Surrey to maximise the council's investment with some match funding to support innovative projects helping mental health well-being across children's and adults.
- In recent months there had been a focus on measles following the request by UK Health Security Agency (UKHSA) to prepare for outbreaks and widespread community transmission as the number of measles cases rises across the country. Together with partners, public health was working to encourage people to take up the offer of the Measles, Mumps, Rubella (MMR) vaccine, particularly in children and those aged 19-25 years, although anyone of any age is eligible for the free vaccines.
- Work was being undertaken to reduce the number of smokers in Surrey and work was ongoing with various universities in Surrey around the importance of sexual health. It was important that we did not see a rise in the number of sexually transmitted diseases. The Cabinet Member explained that free contraception was available in pharmacies and doctors surgeries.
- A suicide prevention policy for Surrey had just been launched and work was ongoing with partners to reduce the number of suicides in the county.
- The Surrey Academic Health and Care Partnerships had been launched to look at prevention and integration of care across Surrey. The Partnership would be looking at innovation, technology and new ways of helping residents.
- The Cabinet Member stated the importance of changing our direction to more prevention and early intervention. Communities and individuals needed to be empowered to live better, healthier and longer lives. Communities need to be more resilient and more aware of the benefits of eating well and being more active. This would result in less reliance on services and people receiving the right care when they need it. Councillors were asked to promote the public health services that were available in Surrey.

RESOLVED:

That the Cabinet Member of the Month report is noted.

107/24 CUSTOMER TRANSFORMATION [Item 8]

The item was introduced by the Deputy Leader and Cabinet Member for Customer and Communities who explained that the report sets out the ambition and business case for the transformation of customer experiences and outcomes, to support the Council's guiding ambition that 'No one is left behind'. The programme will enable the needs of Surrey County Council's residents and wider customers to be better met, with a focus on understanding and supporting those with the greatest need. The programme will enable consistently good customer experience across all council services, including customer 'contact points' (e.g. libraries, registry offices, social care interactions etc.). The programme will work closely with all services and teams within the Council to achieve this and will streamline current processes. Cabinet was asked to approve in principle £11.3m investment over four years for this work.

The Chairman of the Resources and Performance Select Committee spoke on the item recognising the enormity of the programme and the absolute need to ensure we properly engage with residents and customers. The Select Committee understood that this was an important matter for the Council. Some members of the Select Committee had reservations about the programme which was borne from concerns around IT issues which had occurred with the My Surrey acquisition and the potential cost of the programme. The Select Committee had therefore requested updates on the programme. The Deputy Leader welcomed the support from the Select Committee and the setting up a member reference group on the programme.

The Leader explained that progress of the programme and checks on value for money would be vigorously reviewed by the Cabinet. It was vital the council modernised the ways it engaged with residents especially those that were digitally excluded.

RESOLVED:

1. That Cabinet approves the customer transformation ambition and approach, and the in principle £11.3m investment requirement over four years.
2. That Cabinet approves the use of financial revenue reserves of £3.5m (included in the £11.3m request) to support the 2024/25 activity. Further draw down of funding will be released in phases from 2025/26 onwards, following appropriate evidence of benefit realisation in the updated business case and approval of the Executive Director, Customer, Digital and Change in consultation with the Lead Cabinet Member.

3. That Cabinet approves the Dynamic Customer Operating model (D-COM) and its delivery as an essential countywide priority to ensure customer outcomes and experiences are improved.
4. That Cabinet notes the inter-relationships of the transformation programme with cultural and digital change, the data strategy, service specific improvements, Core Function Redesign and the Towns and Villages/Team Around the Community programmes.
5. That Cabinet delegates authority to the Executive Director, Customer, Digital and Change, in consultation with the Lead Cabinet Member to refine the Dynamic Operating Model as it evolves over time, responding to changing needs.

Reasons for Decisions:

The Council is determined to improve the customer experience in line with our mission and organisational priorities. This will be achieved through the design and implementation of a new Customer Service Operating Model, supported by systems, processes and ways of working that will provide a seamless customer journey, build customer trust, confidence, and satisfaction; reduce cost and maximise efficiency and effectiveness.

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

108/24 A NEW DRAFT VISION ZERO ROAD SAFETY STRATEGY AND 20 MPH SPEED LIMIT POLICY [Item 9]

The item was introduced by the Cabinet Member for Highways, Transport and Economic Growth who explained that the report presented an updated version of the Surrey RoadSafe Vision Zero Road Safety Strategy and 20 mph speed limit policy for Cabinet approval. The strategy had been amended following an extensive ten-week public consultation and engagement period, and with reference to updated guidance published by central government as part of their “Plan for Drivers”. This latest version of the strategy had been approved by the Surrey RoadSafe Board and was subject to scrutiny by the Communities Environment and Highways Select Committee on 17 July. The Cabinet Member explained that the new 20 mph policy unequivocally does not advocate a blanket approach, proposing instead to adopt a localised approach to decision making. The aim of the strategy would be to reduce road death and injury throughout Surrey.

The Chairman of the Communities, Environment and Highways Select Committee explained that the Select Committee was in broad support of the strategy and would like to see progress on the strategy monitored including progress on the delivery plan. The Chairman highlighted that the Select Committee would like to see more resources channelled into

delivering the strategy. The current sum allocated over the next five years did not seem sufficient. Clarity was sought on the role of the divisional member and the consultation process when adopting a 20mph policy. The committee was broadly supportive of the strategy and looked forward to working with the Cabinet Member to implement the strategy. The Cabinet Member stated that resourcing was always a concern but Members could use their own member allocation to support this work and the central budget had also been increased by £500,000.

The Deputy Cabinet Member for Strategic Highways explained that the policy and strategy was about safer streets. The new 20mph policy did not advocate a new blanket approach, proposing instead a new localised approach to speed reduction decision making which would require local engagement and consultation. Councillor Jonathan Essex welcomed the new strategy and the additional resource being put into this area.

The Leader explained that the Local Member would be closely involved with the implementation of the strategy and the current levels of Member allowance and central funds should be sufficient to make sure that those areas that want a 20 mile per hour zone can have them.

RESOLVED:

1. That Cabinet approves the Vision Zero Road Safety Strategy that has been amended following feedback from public consultation, and with reference to updated guidance from central government as part of their “Plan for Drivers”.
2. That Cabinet approves the County Council’s more flexible approach to implementing new 20 mph Speed Limits.

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)

109/24 THE WINSTON CHURCHILL SCHOOL- REPLACEMENT CURTAIN WALLING & FIRE STOPPING WORKS [Item 10]

The report was introduced by the Cabinet Member for Property, Waste and Infrastructure who explained that Cabinet was being asked to approve capital expenditure to undertake the replacement of the existing non-fire rated infill panels with a fire rated curtain walling system and provide fire stopping to the 4-storey block and 2-storey main building to provide a safe building environment at the Winston Churchill School in

Woking. Surrey Fire and Rescue Service visited the building on 6 June and provided details of their findings in a fire safety matter letter. Since then Surrey Fire and Rescue Services Area Inspecting Officer had visited the building and advised that due to the high level of automatic fire detection and regular fire drills organised by the school, pupils would be able to exit the building within safe time scales. Work was due to start in August.

The Leader confirmed that there were no imminent fire safety risks with the school and if there were the school would have been closed immediately.

RESOLVED:

1. That Cabinet approves capital funding allocated within the School Capital Maintenance Budget for the Capital Maintenance Programme 2024/25 to provide a safe building which currently has no fire breaks between the floors and which the Fire Officer has requested to ensure no enforcement notice is issued deeming the buildings to be unsafe for occupation at The Winston Churchill School. 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 installation of the new structures in accordance with the Council's Procurement and Contract Standing Orders.
3. That Cabinet agrees to delegate to the Executive Director for Environment, Infrastructure and Growth in consultation with the Director of Land and Property to award such contracts, up to +/- 10% of the budgetary tolerance level and any other legal documentation required to facilitate the approvals within this report.
4. That Cabinet authorises Legal Services to seal any awarded contracts where required.

Reasons for Decisions:

The recommendations in this report:

- Provide a safe learning and working environment in keeping with the existing school design, ensuring the building has the required compartmentation to contain any fire risk.
- Reduce the risk to life of pupils, staff, and other stakeholders.

- Reduce the risk of extensive collateral damage in the event of a fire.
- Ensure that the Fire Officer does not issue an enforcement notice and the insurance broker is willing to provide cover for the building.
- Make an essential contribution towards the Council's strategic objective to empower communities, in line with the 2030 Community Vision to ensure everyone benefits from education, skills and employment that help them to succeed in life.

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

110/24 CONSORT HOUSE, REDHILL [Item 11]

The report was introduced by the Cabinet Member for Property, Waste and Infrastructure who explained that Consort House was a former administrative office of Surrey County which was vacated on the relocation of services to Woodhatch Place, Reigate. Following an extended period of marketing since September 2022, no acceptable commercial proposals for a freehold sale had been received. Cabinet was therefore asked to approve the letting of the building. The Leader added that letting the building would provide a steady income stream for the Council and that a tenant had already been found.

RESOLVED:

1. That Cabinet approves the details of the letting of Consort House as outlined in the Part 2 report.
2. That Cabinet delegates authority to the S151 Officer in consultation with the Director of Land and Property to conclude best value terms and complete all associated legal documentation.
3. That Cabinet notes the Financial and Value for Money implications recorded in this Part 2 report.
4. That Cabinet formally declares the asset surplus to operational service requirements, and upon completion of the letting, to hold the asset for Investment purposes pending any future Cabinet or Strategic Investment Board decisions on its future.

Reasons for Decisions:

A letting of the entire building now provides an opportunity for the Council to not only mitigate its void holding costs, but to secure a long-term rental income stream enabling the asset to be held as an investment property, pending any future decisions of the Council.

The proposed tenant is a significant provider of services supporting Surrey communities.

Consort House has remained largely vacant since late 2022, other than the current temporary occupation by library services for storage and a short term click and collect service. The Council has incurred void holding costs on the building and has a rental liability for some related car parking. Marketing of the building, on either a freehold or leasehold basis, has been pursued against the background of a very depressed office market over the past 2 years.

There have been no recent commercial proposals received for the freehold interest that would be recommended to Cabinet.

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

111/24 CHILDREN'S COMMUNITY HEALTH SERVICES RECOMMISSIONING PROGRAMME [Item 12]

The Cabinet Member for Children, Families and Lifelong Learning introduced the report explaining the report provided details on the procurement phase of the Children's Community Health Services recommissioning programme. The procurement phase had now been completed and the report required a Council decision on the contract negotiation, which will lead to the final award of the contract. Once the award of the contract was approved by all parties the programme would move into the mobilisation phase so that the new service model for children's community health services can be delivered from the 1st of April 2025. The contract for the Children's Community Health Services is jointly commissioned by the Council and also by Surrey Heartland's ICB, Frimley ICB and NHS England Southeast. Each of these four commissioning parties would be taking a similar decision to the one being taken today through their own governance processes. The Leader explained that the report would come back to Cabinet subject to detailed contract discussions in September.

RESOLVED:

Decisions and Reasons for Decisions taken in Part 2 of the meeting.

112/24 2024/25 MONTH 2 (MAY) FINANCIAL REPORT [Item 13]

The report was introduced by the Cabinet Member for Finance and Resources who explained that at Month 2, the Council was forecasting an overspend of £15.3m against the 2024/25 revenue budget. Directorates were working on developing mitigating actions to offset forecast overspends and deliver services within available budgets. The Cabinet Member explained where these overspends were and stated that a member and officer oversight group had been set up to tackle the forecast spend increases in Home to School Travel Assistance. The

2024/25 Capital Budget was approved by Council on 6th February 2024 at £404.9m. The Capital Programme Panel, alongside Strategic Capital Groups, had undertaken an assurance review of the capital programme to ensure deliverability. This has resulted in a re-phased budget being recommended for 2024/25. At Month 2, capital expenditure of £313.4m is forecast for 2024/25, in line with the re-phased budget.

RESOLVED:

1. That Cabinet notes the Council's forecast revenue budget and capital budget positions for the year.
2. That Cabinet notes the additional grant funding secured by Public Health and Communities & Prevention services in the Adults, Wellbeing & Health Partnerships Directorate as set out in paragraphs 6, which will be allocated to the AWHP Directorate to spend in line with the grant conditions.
3. That Cabinet approves the re-phased capital budget of £313.4m for 2024/25.

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)

113/24 EXCLUSION OF THE PUBLIC [Item 14]

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.

114/24 THE WINSTON CHURCHILL SCHOOL- REPLACEMENT CURTAIN WALLING & FIRE STOPPING WORKS [Item 15]

The Cabinet Member for Property, Waste and Infrastructure asked Cabinet to approve the capital funding for the project which was agreed.

A separate part 2 minute was done for this item.

RESOLVED:

1. That Cabinet approves capital funding of [E-11-24] allocated within the School Capital Maintenance Budget for the Capital Maintenance Programme 2024/25 to provide a safe building which currently has no fire breaks between the floors and which

the Fire Officer has requested to ensure no enforcement notice is issued deeming the buildings to be unsafe for occupation at The Winston Churchill School.

Reasons for Decisions:

The recommendations in this report:

- Provide a safe learning and working environment in keeping with the existing school design, ensuring the building has the required compartmentation to contain any fire risk.
- Reduce the risk to life of pupils, staff, and other stakeholders.
- Reduce the risk of extensive collateral damage in the event of a fire.
- Ensure that the Fire Officer does not issue an enforcement notice and the insurance broker is willing to provide cover for the building.
- Make an essential contribution towards the Council's strategic objective to empower communities, in line with the 2030 Community Vision to ensure everyone benefits from education, skills and employment that help them to succeed in life.

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

115/24 CONSORT HOUSE, REDHILL [Item 16]

The Cabinet Member for Property, Waste and Infrastructure gave details of the terms of the lease including the new tenant and rental costs.

A separate part 2 minute was done for this item.

RESOLVED:

1. Approves the details of the letting of the building to [E-12-24] as outlined in this Part 2 report.
2. Delegates authority to the S151 Officer in consultation with the Director of Land and Property to conclude best value terms and complete all associated legal documentation.
3. Notes the Financial implications recorded in this report.
4. Formally declares the asset surplus to operational service requirements, and upon completion of the letting, to hold the asset for Investment purposes pending any future Cabinet or Strategic Investment Board decisions on its future.

Reasons for Decisions:

A letting of the entire building now provides an opportunity for the Council to not only mitigate its void holding costs, but to secure a long-term rental income stream enabling the asset to be held as an investment property, pending any future decisions of the Council.

The proposed tenant is a significant provider of services supporting Surrey communities.

Consort House has remained largely vacant since late 2022, other than the current temporary occupation by library services for storage and a short term click and collect service. The Council has incurred void holding costs on the building and has a rental liability for some related car parking. Marketing of the building, on either a freehold or leasehold basis, has been pursued against the background of a very depressed office market over the past 2 years.

There have been no recent commercial proposals received for the freehold interest that would be recommended to Cabinet.

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

116/24 CHILDREN'S COMMUNITY HEALTH SERVICES RECOMMISSIONING PROGRAMME [Item 17]

The Leader asked for the following additional recommendation to be agreed by the Cabinet,

1. That Cabinet delegate authority to the Executive Director of Children, Families & Lifelong Learning in consultation with the Leader and the Lead Member for Children, Families and Lifelong Learning to enter into the contract following the detailed contract discussions.

The Cabinet Member for Children, Families and Lifelong Learning introduced the report and gave details on the compliant bid. The Chairman of the Children, Families, Lifelong Learning & Culture Select Committee also spoke on the item. The recommendations were agreed. A separate part 2 minute was done for this item.

RESOLVED:

1. That Cabinet ratify the completion and outcome of the procurement process (Procurement Report attached as Appendix 1).
2. See Exempt Minute E-13-24.
3. See Exempt Minute E-13-24.

4. See Exempt Minute E-13-24.
5. That Cabinet delegate authority to the Executive Director of Children, Families & Lifelong Learning in consultation with the Leader and the Lead Member for Children, Families and Lifelong Learning to enter into the contract following the detailed contract discussions.

Reasons for Decisions:

See Exempt Minute E-13-24

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

117/24 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 3.32 pm

Chairman

This page is intentionally left blank