

Notice of Meeting

Cabinet



Date and Time

Tuesday, 23 April
2024
2.00 pm

Place

Council Chamber,
Woodhatch Place,
11 Cockshot Hill,
Reigate,
Surrey,
RH2 8EF

Contact

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@SCCdemocracy

Committee:

Natalie Bramhall, Clare Curran, Kevin Deanus, Matt Furniss, Marisa Heath, David Lewis,
Sinead Mooney, Mark Nuti, Tim Oliver, Denise Turner-Stewart
Maureen Attewell, Steve Bax and Paul Deach

If you would like a copy of this agenda or the attached papers in another format, e.g. large print or braille, or another language, please email Huma Younis or Sarah Quinn on huma.younis@surreycc.gov.uk or sarah.quinn@surreycc.gov.uk.

This meeting will be held in public at the venue mentioned above and may be webcast live. Generally the public seating areas are not filmed. However, by entering the meeting room and using the public seating area or attending online, you are consenting to being filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes. If webcast, a recording will be available on the Council's website post-meeting. The live webcast and recording can be accessed via the Council's website:

<https://surreycc.public-i.tv/core/portal/home>

If you would like to attend and you have any special requirements, please email Huma Younis or Sarah Quinn on huma.younis@surreycc.gov.uk or sarah.quinn@surreycc.gov.uk. Please note that public seating is limited and will be allocated on a first come first served basis.

AGENDA

1 APOLOGIES FOR ABSENCE

2 MINUTES OF PREVIOUS MEETING: 26 MARCH 2024

(Pages
1 - 10)

To agree the minutes of the last meeting as a correct record of the meeting.

3 DECLARATIONS OF INTEREST

All Members present are required to declare, at this point in the meeting or as soon as possible thereafter:

- (i) Any disclosable pecuniary interests and / or
- (ii) Other interests arising under the Code of Conduct in respect of any item(s) of business being considered at this meeting

NOTES:

- Members are reminded that they must not participate in any item where they have a disclosable pecuniary interest
- As well as an interest of the Member, this includes any interest, of which the Member is aware, that relates to the Member's spouse or civil partner (or any person with whom the Member is living as a spouse or civil partner)
- Members with a significant personal interest may participate in the discussion and vote on that matter unless that interest could be reasonably regarded as prejudicial.

4 PROCEDURAL MATTERS

a MEMBERS' QUESTIONS

The deadline for Member's questions is 12pm four working days before the meeting (17 April 2024).

b PUBLIC QUESTIONS

The deadline for public questions is seven days before the meeting (16 April 2024).

c PETITIONS

The deadline for petitions was 14 days before the meeting, and no petitions have been received.

d REPRESENTATIONS RECEIVED ON REPORTS TO BE CONSIDERED IN PRIVATE

To consider any representations received in relation why part of the meeting relating to a report circulated in Part 2 of the agenda should be open to the public.

5 REPORTS FROM SELECT COMMITTEES, TASK GROUPS AND OTHER COMMITTEES OF THE COUNCIL

To consider any reports from Select Committees, Task Groups and any other Committees of the Council.

6 LEADER / DEPUTY LEADER / CABINET MEMBER/ STRATEGIC INVESTMENT BOARD DECISIONS TAKEN SINCE THE LAST CABINET MEETING (Pages 11 - 16)

To note any delegated decisions taken by the Leader, Deputy Leader, Cabinet Members, Strategic Investment Board and Committees in Common Sub-Committee since the last meeting of the Cabinet.

7 CABINET MEMBER OF THE MONTH (Pages 17 - 20)

To receive an update from Kevin Deanus, Cabinet Member for Fire and Rescue, and Resilience.

8 KALIMA GYPSY ROMA TRAVELLER CAMP, WOKING (Pages 21 - 34)

This report is asking Cabinet to approve funding from the Capital Maintenance Budget to undertake the renewal of 15 utility blocks as well as associated services, civil and drainage works at Kalima Gypsy Roma Traveller (GRT) Camp, Woking.

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

N.B There is a Part 2 report at Item 14.

9 YOUR FUND SURREY APPLICATION - ASH VALE COMMUNITY WELLBEING MEETING PLACE AND NEW SCOUT HEADQUARTERS (Pages 35 - 42)

This report sets out the key information on the Ash Vale Community Wellbeing Meeting Place And New Scout Headquarters, Your Fund Surrey (YFS) application for the consideration of the Cabinet.

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

- 10 YOUR FUND SURREY APPLICATION - EPSOM SPORTS CLUB OLD SCHOOLS LANE PAVILION** (Pages 43 - 50)

This report sets out the Your Fund Surrey (YFS) application from Epsom Sports Club Old Schools Lane Pavilion for the consideration of the Cabinet.

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

- 11 YOUR FUND SURREY APPLICATION - THE HASLEMERE LINK COMMUNITY HUB** (Pages 51 - 58)

This report sets out the Your Fund Surrey (YFS) application from the Haslemere Link Community Hub for the consideration of the Cabinet.

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

- 12 2023/24 MONTH 11 (FEBRUARY) FINANCIAL REPORT** (Pages 59 - 68)

This report provides details of the Council's 2023/24 financial position, for revenue and capital budgets, as at 29th February 2024 (M11) and the expected outlook for the remainder of the financial year.

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

- 13 EXCLUSION OF THE PUBLIC**

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.

PART TWO - IN PRIVATE

- 14 KALIMA GYPSY ROMA TRAVELLER CAMP, WOKING** (Pages 69 - 72)

This report is asking Cabinet to approve funding from the Capital Maintenance Budget to undertake the renewal of 15 utility blocks as well as associated services, civil and drainage works at Kalima Gypsy Roma Traveller (GRT) Camp, Woking.

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

15 PROPERTY TRANSACTION- THE FORMER DORMERS CARE HOME, CATERHAM

(Pages
73 - 84)

For Cabinet to make a decision regarding the future of the former Dormers Care Home in Caterham.

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

16 PUBLICITY FOR PART 2 ITEMS

To consider whether the item considered under Part 2 of the agenda should be made available to the Press and public.

Leigh Whitehouse
Interim Chief Executive
Published: Monday, 15 April 2024

MOBILE TECHNOLOGY AND FILMING – ACCEPTABLE USE

Members of the public and the press may use social media or mobile devices in silent mode during meetings. Public Wi-Fi is available; please ask the committee manager for details.

Anyone is permitted to film, record or take photographs at Council meetings. Please liaise with the committee manager prior to the start of the meeting so that the meeting can be made aware of any filming taking place.

The use of mobile devices, including for the purpose of recording or filming a meeting, is subject to no interruptions, distractions or interference being caused to any Council equipment or any general disturbance to proceedings. The Chairman may ask for mobile devices to be switched off in these circumstances.

Thank you for your co-operation.

QUESTIONS AND PETITIONS

Cabinet and most committees will consider questions by elected Surrey County Council Members and questions and petitions from members of the public who are electors in the Surrey County Council area.

Please note the following regarding questions from the public:

1. Members of the public can submit one written question to a meeting by the deadline stated in the agenda. Questions should relate to general policy and not to detail. Questions are asked and answered in public and cannot relate to “confidential” or “exempt” matters (for example, personal or financial details of an individual); for further advice please contact the committee manager listed on the front page of an agenda.
2. The number of public questions which can be asked at a meeting may not exceed six. Questions which are received after the first six will be held over to the following meeting or dealt with in writing at the Chairman’s discretion.
3. Questions will be taken in the order in which they are received.
4. Questions will be asked and answered without discussion. The Chairman or Cabinet members may decline to answer a question, provide a written reply or nominate another Member to answer the question.
5. Following the initial reply, one supplementary question may be asked by the questioner. The Chairman or Cabinet members may decline to answer a supplementary question.

**MINUTES OF THE MEETING OF THE CABINET
HELD ON 26 MARCH 2024 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:

Catherine Baart, Local Member for Earlswood and Reigate South
Catherine Powell, Residents' Association and Independent Group
Leader

**PART ONE
IN PUBLIC**

38/24 APOLOGIES FOR ABSENCE [Item 1]

Apologies were received from Jordan Beech.

39/24 MINUTES OF PREVIOUS MEETING: 27 FEBRUARY 2024 [Item 2]

These were agreed as a correct record of the meeting.

40/24 DECLARATIONS OF INTEREST [Item 3]

There were none.

41/241 PROCEDURAL MATTERS [Item 4]**41/24 MEMBERS' QUESTIONS [Item 4a]**

There were three member questions. The questions and responses were published in a supplement to the agenda. It was agreed that the member questions would be taken with Item 5, the Select Committee report on the referred council motion 'Advertising & Sponsorship Policy'.

42/24 PUBLIC QUESTIONS [Item 4b]

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

43/24 PETITIONS [Item 4c]

There were none.

44/24 REPRESENTATIONS RECEIVED ON REPORTS TO BE CONSIDERED IN PRIVATE [Item 4d]

There were none.

45/24 REPORTS FROM SELECT COMMITTEES, TASK GROUPS AND OTHER COMMITTEES OF THE COUNCIL [Item 5]

The referred council motion 'Advertising & Sponsorship Policy' report was introduced by the Chairman of the Greener Futures Reference Group who confirmed that the Group was unanimous in its view that the current advertising policy did not support the council's greener future agenda and ambitions. The Group was of the view that it was undesirable to enable advertising for commercial benefit by companies or products in direct opposition to the Council's net zero goals and aims. The length of the contracts for large and small format advertising were queried.

The Cabinet Member Highways, Transport and Economic Growth stated that he would be happy to send the member details of the advertising contracts. There was recognition around the importance of the Council's net zero goals and aims. If the council was to accept the recommendations of the Group it would impact the council's income stream and advertising for council services such as the bus service which is valued by residents. The Cabinet Member for Environment stated that she did not believe it was right to interfere with the current contracts for advertising and explained that strict guidelines around advertising were set by the Advertising Standards Authority (ASA) whom she would contact asking them to consider whether guidance could be formed around the advertising of fossil fuels and high carbon products.

Catherine Baart asked if the Cabinet Member Highways, Transport and Economic Growth thought it would be appropriate to see a flight being advertised on a billboard in Surrey and if the new advertising space could be used to support green companies based in Surrey. The Cabinet Member explained that the council would be leasing sections of the highways for advertising and would not be owning the advertising boards. The ASA had a set criteria of what is acceptable for advertising. As a result the council could not dictate what should or should not be advertised. The Cabinet Member welcomed advertising space being used by green companies based in Surrey.

The Leader noted that the Council was taking a leading role in the greener futures agenda and asked for the Cabinet Member for Environment to write to the relevant Minister around future plans to tighten advertising guidance in relation to fossil fuels.

The Surrey Utilities – Water and Wastewater Services report was introduced by the Chairman of the Communities, Environment and Highways Select Committee. The Chairman gave an overview of the work that been undertaken and the witnesses that been engaged. The Chairman briefed the Cabinet on the Committee’s conclusions and recommendations. The report was welcomed by the Cabinet Member for Environment who acknowledged the positive work that had been done by the committee. There were known issues with utilities companies and it was positive to see the committee on the front foot trying to resolve these issues. The Cabinet recognised the value of the work undertaken by the committee.

RESOLVED:

That the Referred Council Motion ‘Advertising & Sponsorship Policy’ report and the Surrey Utilities – Water and Wastewater Services report be noted along with the Cabinet response.

46/24 LEADER / DEPUTY LEADER / CABINET MEMBER/ STRATEGIC INVESTMENT BOARD DECISIONS TAKEN SINCE THE LAST CABINET MEETING [Item 6]

There were three decisions for noting. The Cabinet Member for Children, Families and Lifelong Learning explained that one decision related to the determining of a statutory notice to bring into effect the formal commencement to change the age range and extend the premises at St Paul’s CofE Infant School whilst the other related to the approval of the use of £3.33m for Guildford County School’s new mainstream SEN Unit which would create permanent accommodation for 25 additional state-maintained specialist school places in Surrey from September 2025 onwards.

RESOLVED:

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

47/24 CABINET MEMBER OF THE MONTH [Item 7]

The report was introduced by the Cabinet Member for Finance and Resources who made the following points:

- Key focus had been on developing the 2024/25 budget and MTFS. The council was in a robust financial position. Work was being done to develop the 2025/26 revenue and capital budgets.
- In January, Grant Thornton presented their Annual Audit Report for 2022/23 to the Audit & Governance Committee. The assessment focuses on three areas: financial sustainability, governance and improving economy, efficiency and effectiveness. Grant Thornton expressed opinion that the Council had strong arrangements in place and that the findings in their report were in contrast to reports relating to many other local authorities in the current climate.
- There was a focus on AI capabilities and how AI could address some of the challenges facing the council. Aida, the MySurrey chatbot had successfully reduced the number of queries coming through and had also reduced pressure on the support teams allowing them to focus on more complex questions.
- The Cabinet Member apologised for the inconvenience and distress caused by the implementation of Unit 4 stating that teething issues should be expected with the introduction of a brand new system.
- The Cabinet Member had been involved in the purchase of Victoria Gate in Woking and was looking forward to working with the agile team to understand the buildings capacity.
- Thanks was given to the Interim CEX Leigh Whitehouse who would be leaving the council to join West Sussex County Council as CEX. Leigh's work in turning around the council's financial position was recognised.

RESOLVED:

That the Cabinet Member of the Month update be noted.

48/24 SURREY INFRASTRUCTURE PLAN - PHASE 5 SCHEMES [Item 8]

The report was introduced by the Cabinet Member for Property, Waste and Infrastructure who explained that Cabinet were being asked to agree the implementation of the Surrey Infrastructure Plan Phase 5 projects within the approved budget envelope, subject to the final business case for each scheme being approved by the Capital Programme Panel. Cabinet were also being asked to agree the implementation of the Surrey Flood Alleviation Programme 2024/25 to

2025/26. The Cabinet Member briefly described each of the projects contained in Phase 5.

Members welcomed the report and endorsed the projects within Phase 5. The projects were welcomed by local residents and demonstrated investment in the county. There was recognition that the Surrey Infrastructure Plan had benefited the county and residents.

RESOLVED:

1. That Cabinet agree the implementation of the Surrey Infrastructure Plan Phase 5 projects identified in this report and set out in Appendix 1, within the approved budget envelope, subject to the final business case for each scheme being approved by the Capital Programme Panel.
2. That Cabinet agree the implementation of the Surrey Flood Alleviation Programme 2024/25 to 2025/26 as identified in this report and set out in Appendix 4a, within the approved budget envelope, subject to the final business case for each scheme being approved by the Capital Programme Panel.
3. That Cabinet agree the implementation of the Smallfield and Reigate Flood Alleviation scheme as identified in this report and set out in Appendix 4b, within the approved budget envelope, subject to the final business case for each scheme being approved by the Capital Programme Panel.
4. That Cabinet agree to delegate the development and delivery of the schemes to the Executive Director for Environment, Infrastructure & Growth, in consultation with the Cabinet Member for Property, Waste and Infrastructure.

Reasons for Decisions:

The recommendations will enable the continued development and delivery of infrastructure schemes that meet a wide range of outcomes and demonstrate deliverability and affordability. They enable the implementation of the fifth phase of SIP schemes and the development of a continuous pipeline of projects that require further feasibility work. The process is intended to remain dynamic with new schemes added to the long list as they are identified. A continuous programme of schemes will be developed taking them from concept through to delivery identifying suitable funding opportunities as they progress.

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

49/24 CHENNESTONE PRIMARY SCHOOL - ROOF REPLACEMENT WORKS [Item 9]

The report asked Cabinet to approve capital funding for essential works at Chennestone Primary School, Manor Lane, Sunbury-on-Thames, TW16 5ED. The Cabinet Member for Property, Waste and Infrastructure explained that work was required to improve the condition of the school's flat roofing, thereby safeguarding the health and safety of pupils and staff, mitigating the impact on the school's operational activities and the children's education whilst improving the school's overall energy efficiency. The Leader queried if there were any Surrey school buildings with RAAC (Reinforced Autoclaved Aerated Concrete) issues. The Cabinet Member stated that the school in question did not have any RAAC issues and that the school estate had been thoroughly investigated with only one primary school flagging with RAAC concerns.

RESOLVED:

1. That Cabinet approves capital funding allocated within the School Capital Maintenance Budget for the Minor Capital Works (MCW) Programme of FY2024/25 to replace the roof coverings and water tanks, remove asbestos, undertake structural repairs, and carry out any other associated work for essential condition improvement works to Chennestone Primary School, Sunbury-on-Thames. The capital funding required is commercially sensitive at this time and is set out in the Part 2 report.
2. That Cabinet approves procurement of appropriate construction partners to carry out the works in accordance with the Council's Procurement and Contract Standing Orders.
3. That Cabinet notes that, regarding the procurement of construction partners, the Executive Director for Environment, Infrastructure & Growth and the Director of Land and Property are authorised to award such contracts, up to +5% of the budgetary tolerance level.
4. That Cabinet authorises Legal Services to seal any awarded contract where required.

Reasons for Decisions:

Approving the recommendations in this report will enable the Council to:

- Provide a dry, warm and safe learning and working environment for the school's pupils and staff.

- Support the school's operational activities and the children's education.
- Improve the building's energy efficiency and contribute to the Council's NZC target.
- Maintain and protect the building, providing a fit for purpose building for future years.
- Reduce the maintenance burden for the Council and school.

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

50/24 2023/24 MONTH 10 (JANUARY) FINANCIAL REPORT [Item 10]

The Cabinet Member for Finance and Resources explained that at Month 10 the Council was forecasting an overspend of £4m against the 2023/24 revenue budget, after the application of the contingency budget. This was an £0.7m deterioration since Month 9. The overspend relates to pressures on care package budgets due to demand and market pressures and the forecast impact of assessed fees & charges debt across the year in Adult Social Care. There was also further increases in Home to School Travel Assistance and additional costs for children in Education placements within Children Services. At Month 10, capital expenditure of £269.1m was forecast for 2023/24, a variance of £0.8m more than the re-set budget of £268.3m. This was a decrease of £1.8m from the forecast at M9. The Council had assessed its reserve levels and believes they are resilient and robust.

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 Decision:

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)

51/24 EXCLUSION OF THE PUBLIC [Item 11]

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.

52/24 CHENNESTONE PRIMARY SCHOOL - ROOF REPLACEMENT WORKS [Item 12]

The Cabinet Member for Property, Waste and Infrastructure introduced a 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 approves capital funding of [E-03-24] allocated within the School Capital Maintenance Budget for the Minor Capital Works (MCW) Programme of FY2024/25 to replace roof coverings and water tanks, remove asbestos, undertake structural repairs, and carry out any other associated work for essential condition improvement works to Chennestone Primary School, Sunbury-on-Thames.
2. See Minute 49/24.
3. See Minute 49/24.
4. See Minute 49/24.

Reasons for Decisions:

Approving the recommendations in this report will enable the Council to:

- Provide a dry, warm and safe learning and working environment for the school's pupils and staff.
- Support the school's operational activities and the children's education.
- Improve the building's energy efficiency and contribute to the Council's NZC target.
- Maintain and protect the building, providing a fit for purpose building for future years.
- Reduce the maintenance burden for the Council and school.

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

53/24 PUBLICITY FOR PART 2 ITEMS [Item 13]

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

Meeting closed at 14:53

Chairman

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SURREY COUNTY COUNCIL**CABINET****DATE:** 23 APRIL 2024**REPORT OF:** N/A**LEAD OFFICER:** LEIGH WHITEHOUSE, INTERIM CHIEF EXECUTIVE**SUBJECT:** LEADER/DEPUTY LEADER/CABINET MEMBER/ STRATEGIC INVESTMENT BOARD AND COMMITTEE-IN-COMMON DECISIONS TAKEN SINCE THE LAST CABINET MEETING**SUMMARY OF ISSUE:**

To note the delegated decisions taken since the last meeting of the Cabinet.

RECOMMENDATIONS:

It is recommended that the Cabinet note the decisions taken by Cabinet Members since the last meeting as set out in Annex 1.

REASON FOR RECOMMENDATIONS:

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

DETAILS:

1. The Leader has delegated responsibility for certain executive functions to the Deputy Leader and individual Cabinet Members and reserved some functions to himself. These are set out in Table 2 in the Council's Scheme of Delegation.
2. The Leader has also delegated authority to the Strategic Investment Board to approve property investment acquisitions, property investment management expenditure, property investment disposals and the provision of finance to its wholly owned property company, Halsey Garton Property Ltd.
3. Delegated decisions are scheduled to be taken on a monthly basis and will be reported to the next available Cabinet meeting for information.
4. **Annex 1** lists the details of decisions taken since the last Cabinet meeting.

Contact Officer:

Huma Younis, Committee Manager, huma.younis@surreycc.gov.uk

Annexes:

Annex 1 – Delegated Decisions Report

Sources/background papers:

None

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COMMITTEES-IN-COMMON SUB-COMMITTEE DECISIONS – 20 MARCH 2024

1. HEALTH AND SOCIAL CARE COMMISSIONING: SURREY COUNTY COUNCIL'S ANNUAL PROCUREMENT FORWARD PLAN 2024/25

RESOLVED:

1. That procurement for the projects listed in the Annual Procurement Forward Plan for 2024/25 in accordance with Surrey County Council's Procurement and Contract Standing Orders was approved.
2. That where the first ranked tender for any Surrey County Council projects listed in Annex 1 is within the +5% budgetary tolerance level, the relevant Executive Director, Director, or Head of Service (as appropriate) was authorised to award such contracts while consulting with the relevant Cabinet Member as appropriate.
3. That the procurement activity marked as 'yes' in Column R within the Annual Procurement Forward Plan will be returned to the Surrey-Wide Committees in Common for review of the commissioning and procurement strategy before going to the market was agreed.

Reasons for Decision:

- To comply with the Procurement and Contract Standing Orders agreed by Surrey County Council in May 2019, and further revised in March 2023.
- To provide the Surrey-Wide Committees in Common with strategic oversight of planned procurement projects led or jointly procured with Health by Surrey County Council for 2024/25.
- To ensure the Surrey-Wide Committees in Common oversight is focused on the most significant procurements.
- To avoid the need to submit multiple individual requests for Approval to Procure as well as individual SCC only contract award approvals for work taking place in financial year 2024/25.

2. MENTAL HEALTH INVESTMENT FUND: ANNUAL REPORT AND PROCESS TO ALLOCATE REMAINING FUNDS

RESOLVED:

1. That the annual report on the delivery of the Mental Investment Fund to date be noted.
2. That the principles, process, and decision making for the use of the remaining funds be agreed.

Reasons for Decision:

This fund was first formed in 2022 alongside a public commitment to focus on improving early help and prevention provision in an area of increasing need. The fund is a fixed amount and maximum value for money therefore needs to be made from its use. There has been consistent feedback across multiple stakeholders that there is no appetite to repeat the same processes used to allocate the majority of the fund. We therefore need to identify a different process. This reflects themes from recent events which have considered the strength of system partnership. There was consensus of the power and real impact when as a system we come together around specific challenges or problems backed up by funding on this scale. Within that definition of system partners, we include the voice of Surrey residents and people with a lived experience. There is an appetite to focus on one or two problems or areas of need, including looking at opportunities to accelerate impact

and not distribute/dilute the remaining funds too widely. Solutions to resolve the problems would be co-designed as a system. The recommendation also sets out the parameter of the allocations being made within a legally compliant process whilst not embarking on a fresh round of procurement.

3. DYNAMIC PURCHASING SYSTEM (DPS) FOR CARE AND SUPPORT WITH COMMUNITY ACCOMMODATION (WORKING AGE ADULTS) – NOTIFICATION OF CONTRACT AWARD

RESOLVED:

1. That the outcome of the procurement and award of contract be noted.
2. That the contract award to all successful providers will go-live from April 2024 be noted.

Reasons for Decision:

Surrey as a county needs more independent living accommodation if people are to remain within and be a part of their local community, retaining connections with their family and friends. The introduction of the joint Care and Support with Community Accommodation Dynamic Purchasing System (Community Accommodation DPS) will ensure a consistent procurement approach to supported independent living and ensure we deliver our Accommodation with Care and Support Strategy and our Community Vision for Surrey in 2030. To this end, in late September 2023, on behalf of integrated commissioning, SCC commenced the tender for the Community Accommodation DPS. After a tender period of 40 days, the tender closed on 7th November 2023. All providers that submitted applications were informed of the outcome on 2nd February 2024.

STRATEGIC INVESTMENT BOARD- 21 MARCH 2024

4. FINANCIAL SUSTAINABILITY REVIEW OF SURREY CHOICES - PHASE 2

RESOLVED:

1. See Exempt Minute E-04-24.
2. See Exempt Minute E-04-24.

Reasons for Decisions:

See Exempt Minute E-04-24.

CABINET MEMBER FOR CUSTOMER AND COMMUNITIES – 26 MARCH 2024

5. YOUR FUND SURREY APPLICATION FROM THE WAR AND SPOTTISWOODE MEMORIAL HALL

Resolved:

It was agreed that:

1. The Cabinet Member for Customer and Communities fund the full amount requested of £114,500, comprised of:
 - £114,500 of capital funding towards extending and developing Peaslake Village Hall to be paid in staged payments, on evidence of spend.

- Including 5% to be held by SCC until final evidence provided of income and expenditure, evaluation and completion (such as building control sign-off).

Reasons for decision:

This application has been the subject of a rigorous assessment process by Officers, who 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 extend Peaslake Village Hall to expand and modernise the current facilities to ensure it can be used by the wider community. The larger facilities will also help to segregate the building, which is vital when different users are using the facility at the same time.

6. YOUR FUND SURREY APPLICATION FROM THE SUNBURY AND WALTON UNIT 327 OF THE SEA CADET CORPS

Resolved:

It was agreed that:

1. The Cabinet Member for Customer and Communities fund the full amount requested of £370,100, comprised of:

- £370,100 of capital funding towards fitting-out a new waterborne training centre to be paid in staged payments, on evidence of spend.
- Including 5% to be held by SCC until final evidence provided of income and expenditure, evaluation and building control sign-off.

Reasons for decision:

This application has been the subject of a rigorous assessment process by Officers, who 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.

The project aims to extend Peaslake Village Hall to expand and modernise the current facilities to ensure it can be used by the wider community. The larger facilities will also help to segregate the building, which is vital when different users are using the facility at the same time.

LEADER DECISIONS – 26 MARCH 2024

7. BASINGSTOKE CANAL

Resolved:

The Leader of the Council:

1. Approved the changes in the governance model of the Basingstoke Canal Authority (BCA) as detailed in the report.
2. Approved the removal of the BCA's Joint management Committee from Surrey County Council's constitution.

3. Delegated authority to the Executive Director of Environment, Infrastructure and Growth, in consultation with the Cabinet Member for Environment and the Head of Legal Services, to agree and enter into the necessary Memorandums of Understanding, Memorandums of Agreement, Agreements and arrangements with partners to deliver the updated governance.
4. Delegated authority, subject to the usual limits on officer decision making authority, to the Executive Director of Environment, Infrastructure and Growth in consultation with the Cabinet Member for Environment to exercise all functions in relation to the management and maintenance of the Basingstoke Canal as an environmental navigational asset and the balancing of the interests of all users of the Basingstoke Canal and the conservation of the natural environment

This decision is made in the context of Surrey County Council's role as one of two landowning authorities for the Basingstoke Canal (alongside Hampshire County Council) and following the approval of a parallel decision by the Executive Member of Hampshire County Council these changes shall come into effect from 1st April 2024.

Reasons for decision:

The current operation of the Basingstoke Canal is not financially sustainable, and existing governance and operating arrangements do not allow for either of the landowning authorities responsible for the Canal (Surrey County Council and Hampshire County Council), to take action to make the operation sustainable. The recommendations in this report to review and revise the governance model to facilitate good decision making is the first stage to enabling both authorities to address issues in relation to financial sustainability.

Cabinet Member of the Month: Kevin Deanus, Cabinet Member - Fire & Rescue and Resilience

Surrey Fire & Rescue Service (SFRS): Investment in SFRS continues, with redevelopment works at Chobham, Lingfield, and Reigate Fire Stations due to start in Summer 2024. Wray Park Training Centre (Reigate) will see works begin in 2025 to construct a new, greener, fire house and new training facilities. The site requires significant investment to enable SFRS to carry out statutory training for its firefighters, which includes working at height, live fire behaviour training, use of breathing apparatus and training to work in confined spaces.



Chobham artistic impression



Lingfield artistic impression

His Majesty's Inspectorate of Constabulary and Fire and Rescue Services (HMICFRS) revisited SFRS in February to review the actions carried out in response to the Cause of Concern related to our protection work. The Inspectorate said that the service needs to do more to assure itself that its risk-based Inspection programme prioritises the highest risks and includes proportionate activity to reduce risk. The results of the review will be published on 12 April 2024.

SFRS have invested in five new state-of-art drones to help in life-threatening incidents to keep communities and crews safe. The drones are equipped with the latest technology including thermal and high-resolution imaging and the ability to live stream footage directly to the control centre. They are also readily available 24/7 and can fly for longer in more extreme weather.

SFRS will soon be formally signing a Memorandum of Understanding (MOU) with the Salvation Army for catering support. This will provide hot meals for operational crews at larger incidents, typically where six or more fire engines/specialist vehicles are deployed. The vehicle will be based at Woking Fire Station and will be deployed by volunteers from the Woking Salvation Army team. SFRS have recently refreshed our MOU with the Rapid Relief Team (RRT), who provide a similar capability as the Salvation Army and add further resilience to our welfare arrangements, which will be particularly useful as we approach a potential busy summer period.

SFRS have repurposed an existing Incident Response Unit into a new Welfare Support Unit, the vehicle will store extra marquees and covered spaces to keep staff warm, more shielded from the elements and to maintain privacy.

Emergency Planning: It has been a busy start to the year for the team with several weather-related incidents, business continuity issues and an unprecedented closure of the M25.

Flooding - In January Storm Henk hit Surrey leading to widespread flooding across the county, particularly along the River Thames. As part of our emergency planning, we work year-round to help inform and prepare residents for such extreme weather events, as-well-as with partners to respond and help properties and communities recover from flooding.

The team were involved with daily calls with our Local Resilience Forum partners to ensure we were able to respond to the issues affecting residents, which included the overnight evacuation of residents whose properties were at risk of flooding and working with Spelthorne Borough Council to move them to a place of safety.

As the river levels dropped the team led the partnerships recovery work, which included ensuring residents affected by the flooding were able to receive grants, and helping with the clean up as some of them returned home.



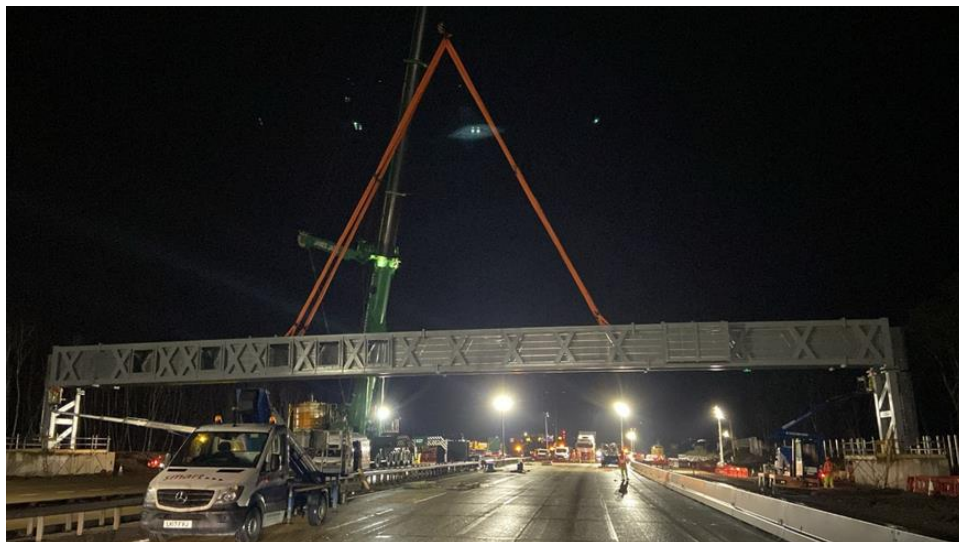
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Coroner's Court Relocation - As the flood waters were receding, a separate issue affected Woking Coroner's Court and the team supported the Coroner's Service in relocating so they could continue business as usual and prepare for an Inquest.

M25 Closures - As part of National Highways work to upgrade the M25 / A3 Wisley Interchange, National Highways needed to implement a full junction weekend closure of part of the M25. Prior to the closure, the EMRT led the C4 planning group and authored the operational plan detailing the command-and-control procedures for how LRF partners would work together over the weekend. A call was held to help SCC services understand the impact and ensure their services could continue. We also worked closely with SCC comms to ensure readiness.

Over the weekend the EMRT led the co-ordination of the operational plan, attending National Highways tactical calls and ensured timely information sharing between partners and Members.

This closure was the first of five planned for the coming months. The closure went well as the public heeded the communications to avoid the area and the diversion route held up well. Communications were the most important contingency ahead of closure and worked well to reduce traffic volumes and impacts. The communication strategy will be key again, messaging will need to be clear that we only experienced minimal impacts due to people following the guidance not to travel.



Current work the team are focusing on include:

- Working with partners to plan for the next M25 closure in May.
- Working with SCC services to plan for potential industrial action following the pay dispute with unions.
- Working with partners to ensure we are ready for risks that occur during the summer.

Coroner's Service: Surrey's Coroner's Service receives approx. 3,600 referrals each year to investigate unexplained deaths, providing a vital service for both the deceased and bereaved families. The service has been working hard over the past few months to streamline processes, increase visibility around performance and has worked jointly with colleagues in Health to improve both capacity in mortuaries and the post-mortem process to reduce unnecessary delays. This has led to significant improvements in performance, for example; cases are now being allocated to a dedicated Coroner's Officer within an average of one day, the average time from a decision being taken that a post-mortem is needed to the post-mortem being carried out is now under five days and, following post-mortem, deceased persons are being released into the care of the appointed funeral director within one day. This is leading to a much-improved experience for loved ones at what is an extremely difficult and emotive time for them.

Community Safety: The **Serious Violence Duty** (SVD) was enacted in January 2023, with the aim to identify where violence occurs, what causes it, and prepare and implement a strategy to prevent and reduce violence in Surrey. The SVD now has a strategy in place with a partnership structure and governance. The priority areas identified are:

Priority 1 – Leadership: To create change through investing in a dynamic governance structure that enables the culture necessary to bring about the long-term reduction of violence.

Priority 2 – Evidence: To maximise our impact with smarter use of data and intelligence to create targeted solutions.

Priority 3 – Connections: To develop a placed based, community led response to serious violence.

Priority 4 – Focus: To prevent serious violence by developing responses that address the causes, reducing the risk factors and increasing the protective factors.

Year 1 – 2023/24: Funding was allocated to develop analytical support and D&B/CSP strategy development under labour cost allocation. Projects including engaging youths whilst in custody, nighttime economy work, cuckooing engagement services and training and communications were funded via the non-labour allocation.

Year 2 (2024/25) – currently being delivered: Labour funding has been allocated to the serious violence programme manager, a dedicated public health analyst and police coordinator. Current focus is on the allocation of the non-labour funding of £334k for 2024/2025. Funding currently allocated:

- £49,299 awarded to Op Shield for second year to target unhealthy behaviours in the nighttime economy and training for the licensed venues.
- £50,000 ringfenced for development of a project seeking to work with children in custody and/or the acute trusts.
- £100,000 ringfenced to focus on knife crime prevention work, with a focus on children and young people.

A commissioning workshop took place focussing on the key areas – knife crime / youth violence / place-based concerns / Violence Against Women and Girls and Domestic Abuse to see what services are currently in place to support these areas. The aim was to identify where there are gaps so funding can be considered to bolster these services. The information from the workshop is currently being collated before looking at where the funds should be allocated.

The SV action plan 2024/25 is currently being written and agreed under the priority areas.

Hate crime and community cohesion: This has long been identified as a police issue, but it is recognised that a partnership approach is required to focus on community cohesion and preventative measures.

We are currently reviewing a new partnership structure and governance with the aim of completing a strategic needs assessment and strategy for hate crime and community cohesion.

RMM/RVM: There has been a full review of the adolescent safeguarding pathway and how this is currently structured. Children experiencing exploitation are identifying place-based hotspot areas where there is a vulnerability to exploitation. These are not currently being referred into a problem-solving approach to consider the contextual safeguarding and risk. We are now involved in formalising a process to refer these areas into the D&B Joint Action Groups with consideration for group membership, data sharing systems and oversight.

7

Prevent (Counter Terrorism): The UK threat level remains SUBSTANTIAL, meaning an attack is likely. The Counter Terrorism Policing network are working on more than 800 investigations nationally, and since March 2017 Counter Terrorism Policing and UK Intelligence Services have disrupted 39 late-stage attacks.

Prevent is especially crucial during times of heightened tensions and international conflict which can have a knock-on effect on interfaith relations, hate crime, community cohesion, and proliferation of extremist ideas which could lead people susceptible to radicalisation to engage in criminal or violent actions.

Surrey Prevent are committed to working in partnership to protect the public from terrorism by stopping people becoming terrorists or supporting terrorism. We continue to coordinate monthly Channel Panel meetings to identify, safeguard, and provide early intervention and diversion for individuals at risk of being drawn into terrorism, as well as working with statutory partners to oversee county-wide Prevent delivery, evaluate our impact, agree and update risk assessments and progress partnership plans.

The Government has recently [published a new definition of extremism](#), updating the one in the 2011 Prevent Strategy, to reflect the evolution of extremist ideologies and the social harms they create. It will not affect the ideologies considered by Prevent, but under the new definition, certain groups will be blocked from government funding and meeting officials. It will apply to groups that promote an ideology based on “violence, hatred or intolerance”.

Counter-Terrorism Local Profiles (CTLP) are central to the effective delivery of preventative work. The CTLP is a document produced annually that articulates the threat and risk profile for Surrey and aims to provide a common understanding of the core terrorism and radicalisation issues we face. It is an important document that drives coordinated and proportionate activity across all organisations in Surrey with a statutory responsibility for delivery of Prevent. The document was presented to Surrey Prevent partners in March, and the Surrey Prevent Executive Group will agree a new Partnership Action Plan and Local Risk Assessment in their next meeting which will acknowledge and seek to mitigate the identified risks.

SURREY COUNTY COUNCIL

CABINET



DATE: 23 APRIL 2024

REPORT OF NATALIE BRAMHALL, CABINET MEMBER FOR PROPERTY,
CABINET MEMBER: WASTE AND INFRASTRUCTURELEAD OFFICER: KATIE STEWART, EXECUTIVE DIRECTOR FOR
ENVIRONMENT, INFRASTRUCTURE & GROWTH

SUBJECT: KALIMA GYPSY ROMA TRAVELLER CAMP, WOKING

ORGANISATION STRATEGY GROWING A SUSTAINABLE ECONOMY SO EVERYONE CAN
PRIORITY AREA: BENEFIT/ TACKLING HEALTH INEQUALITY/ ENABLING A
GREENER FUTURE/ EMPOWERING COMMUNITIES

Purpose of the Report:

This report is asking Cabinet to approve funding from the Capital Maintenance Budget to undertake the renewal of 15 utility blocks as well as associated services, civil and drainage works at Kalima Gypsy Roma Traveller (GRT) Camp, Woking.

The fabric and structure of the existing 15 utility blocks are in poor condition, with various elements at the end of their useful life. The blocks are also deficient in several ways, including accessibility, poor energy efficiency, health and safety non-compliance (e.g., hard landscaping with road and pathways are uneven), whilst drainage and sewage treatment are not fit for purpose. The proposed project would bring the site up to relevant health and safety standards (i.e. Decent Homes Standard) by replacing the utility blocks with new units as well as improve the site infrastructure which includes the utilities, roads, and pathways.

The proposed scheme will then align with our guiding mission that **No One is Left Behind**, addressing inequality through prevention and early intervention to help ensure an **Empowered & Thriving Community**.

Recommendations:

It is recommended that Cabinet:

1. Approves capital funding to renew 15 utility blocks and undertake associated drainage and civil works at the Kalima GRT Camp, Woking. 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. 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. Notes that, regarding the procurement of supply chain partners, the Executive Director for Environment, Infrastructure and Growth and the Director of Land and Property are authorised 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. Authorises Legal Services to seal any awarded contracts where required.

Reason for Recommendations:

The decisions recommended in this report will contribute to enabling the Council to:

- Provide much-needed, safe and suitable utility blocks for the circa one hundred adults and children who are tenants and residents on site.
- Make an essential contribution towards the Council's strategic objective to tackle health inequality, in line with the 2030 Community Vision to ensure no-one is left behind.
- Support the partnership between the Council and District and Borough Councils to improve and provide accommodation and facilities for the permanent GRT community.
- Under the Race Relations Act 2000 and The Equality Act 2010, the GRT community is entitled to the same services as those in the housed community, including the right to occupy premises that are fit for use. This includes accessible and suitable utility blocks.

Executive Summary:

Background

1. The Kalima GRT site in Woking currently hosts circa one hundred tenants and residents from the GRT community and has been operational for a period of 30 years.
2. Gypsy, Roma and Irish Travellers are recognised as ethnic groups under the Race Relations Act 1976 and are protected by the Equality Act 2010.
3. The statutory responsibility under Section 8 of the Housing Act 1985 for meeting the housing needs of those within the District/Boroughs boundaries rests with the District and Borough Councils as the Housing Authority and not the Council. However, to ensure there was a consistent approach, the Council has taken responsibility for the site management, repairs, maintenance, and improvement of current local authority provision following a series of lease expiries from the Districts and Boroughs over the past number of years and the site property management has deferred to the Council due to land ownership.
4. Numerous national reports carried out over the last two decades have highlighted the inequalities faced by GRT communities.
5. In 2015 the Equalities and Human Rights Commission concluded that the life chances of Gypsies, Roma and Irish Travellers have declined since 2010 and the complex contributory factors may include deprivation, social exclusion, and discrimination. Suitable utility blocks are an important factor in the GRT community being able to maintain their health and wellbeing which in turn will contribute to a reduction in deprivation, social exclusion, and discrimination.

Business Case

6. This proposal addresses an urgent need to provide safe and suitable utility blocks for the circa one hundred adults and children who are tenants and residents on site.
7. Kalima GRT site has 15 permanent pitches which are understood to have been occupied for the past 30 years.

8. At present, there are seven double units and one single unit serving the plots which are beyond their useable life. The proposal is that they are demolished, and that new units are built that are suitably sized and accessible for tenants. Temporary utility blocks will be provided throughout the construction phase so that tenants have continued access to welfare facilities.
9. The works at Kalima GRT site are aligned with those proposed at Pendell Camp North. However, they will vary in delivery. This is because Pendell proposes a single block, with four internal spaces, while the proposal at Kalima is provision of seven double units and one single, which aligns to the site needs and requirements of the GRT residents.
10. The proposals ensure that fit for purpose units will be provided as well as improving the condition of the site relating to drainage, services, and access. Without these works, the tenants would have unfit and non-habitable utility blocks and their condition would continue to deteriorate. In addition, failure to undertake drainage and hardstanding improvements may have negative ecological impacts regarding flooding.
11. Site surveys were undertaken which determined that the condition of the site did not meet health and safety standards such as those set by the 'Decent Homes Standard', Landlord and Tenant Act 1985, Section 9A – Fitness for Human Habitation' and 'The Building Regulations – Approved Document G: sanitation, hot water safety and water efficiency' for example.

Options considered.

12. The three options considered for the site were as follows:
 - A. Do nothing.
 - B. Refurbish existing structure of the 15 utility blocks including appropriate accompanying site infrastructure.
 - C. Supply and install 15 new utility blocks including appropriate accompanying site infrastructure.
13. Option A has been disregarded as it does not enable the District and Borough Councils to meet their statutory responsibility. It would be ineffective to proceed with Option B as the fabric and structure of the existing utility blocks are in poor condition, with various elements at the end of their useful life. Therefore, it is recommended to proceed with Option C as it achieves the much-needed, safe and suitable utility blocks and site infrastructure within the Capital Maintenance Budget.
14. Please see Annex 1 for a full summary of the advantages and disadvantages of each option.

Scope of works

15. The scope of works is as follows:
 - a) Site surveys
 - b) Design
 - c) Planning applications and submissions
 - d) Drainage works.
 - e) Civils works.
 - f) Replace, repair, or upgrade all existing electrical services.
 - g) Construction of 15 utility blocks
16. All necessary pre-application engagement, stakeholder group and member consultation will be carried out ahead of planning submission.

Consultation:

17. Relevant teams within the Council, namely Environment, Infrastructure and Growth (EIG) and specifically, Land and Property (L&P), have been consulted and had input into the proposal.
18. This proposal was tabled and endorsed at both Property Panel and Capital Programme Panel in alignment with the agreed internal Council governance procedures.
19. Wider consultation has been undertaken with key stakeholders including the following:
- a) Natalie Bramhall (Cabinet Member for Property, Waste & Infrastructure),
 - b) Simon Crowther (Director for Land and Property)
 - c) Colin Galletly (Assistant Director for Estates, Land and Property)
 - d) Glenn Woodhead (Assistant Director – Workplace and Facilities)
 - e) Elaine McKenna (Assistant Director for Capital Projects)
 - f) Residents of Kalima GRT Site (via Onkar Ghataaura)
 - g) Ian Horgan (Property Team Leader for Encroachment, Encampment, Moorings & Vacant Property)
 - h) Onkar Ghataaura (Technical Surveyor and Site Manager)
 - i) Richard Tear (Local Area County Councillor for Bagshot, Windlesham and Chobham)

Risk Management and Implications:

20. The table below summarises the key project risks at this stage.

	Risk description	Mitigation action/strategy
i.	Site constraints – ecology, levels, flood risk and land remediation restrict scheme proposals and / or impact costs.	<ul style="list-style-type: none"> • Surveys to be undertaken to establish ecology impacts. Industry level risk allowances included in cost forecast. • Project Management and Cost Consultant appointed to manage overall development.
ii.	Protected Species Design, programme and cost impact.	<ul style="list-style-type: none"> • Ecology reports and sensitives analysis to be undertaken to identify next steps.
iii.	Failure to obtain Planning Approval – impacts of site designations on design.	<ul style="list-style-type: none"> • Planning consultants form part of the professional design team appointments which form part of the current Consultant Appointment, to undertake the necessary assessments and inform the overall design which is sympathetic and mitigates any potential harm to the locality. • Early discussions and involvement of the Councils Regulation 3 team.
iv.	Procurement	<ul style="list-style-type: none"> • Via established frameworks, using robust Invitation to Tender (ITT) assessment and evaluation criteria to secure appropriately skilled consultants/contractors with relevant experience. • This will be procured within our current Contractor ITT Procurement process.
v.	Programme	<ul style="list-style-type: none"> • Timely management of deliverables and client approvals to maintain critical path. • Project Management and Cost Consultant appointed to manage overall development and site coordination.

	Risk description	Mitigation action/strategy
vi.	Reputational – communications and approvals	<ul style="list-style-type: none"> • Clear and precise project plan include key dates and deliverables communicated regularly with partners, members, service, and local residents.
vii.	Change in laws/governance e.g. health and safety, elections	<ul style="list-style-type: none"> • Project team and stakeholders to keep up to date on all legal matters and forward plan.
viii.	Disruption to Tenants and residents during the construction phase	<ul style="list-style-type: none"> • Pre-start meeting and early engagement with residents. • Suitable and sufficient temporary utility block to be provided during the construction.
ix.	Climate Change, and in particular, flooding.	<ul style="list-style-type: none"> • To be incorporated into early investigations and planning consultant review. • Potential to seek planning permission to raise the height of the specified utility blocks appropriately above the flood plain.

Financial and Value for Money Implications:

- 21. This report proposes the existing 15 utility blocks are replaced with new units including appropriate accompanying infrastructure to bring the site up to statutory health and safety standards and other GRT sites managed by the Council. This will save on future costs of maintaining current buildings.
- 22. This project forms one of several capital investments (Pendell GRT Site and Kiln Lane GRT Site) required to enable the District and Borough Councils statutory requirements to be delivered. It forms part of a phased programme which includes improvements to other GRT sites.
- 23. The works will be tendered in alignment with financial and legal requirements to ensure value for money.
- 24. See Part 2 for further commercial assurance.

Section 151 Officer Commentary:

- 25. Significant progress has been made in recent years to improve the Council’s financial resilience and the financial management capabilities across the organisation. Whilst this has built a stronger financial base from which to deliver our services, the increased cost of living, global financial uncertainty, high inflation and government policy changes mean we continue to face challenges to our financial position. This requires an increased focus on financial management to protect service delivery, a continuation of the need to be forward looking in the medium term, as well as the delivery of the efficiencies to achieve a balanced budget position each year.
- 26. In addition to these immediate challenges, the medium-term financial outlook beyond 2023/24 remains uncertain. With no clarity on central government funding in the medium term, our working assumption is that financial resources will continue to be constrained, as they have been for the majority of the past decade. This places an onus on the Council to continue to consider issues of financial sustainability as a priority, in order to ensure the stable provision of services in the medium term.
- 27. The cost of these works and revenue cost of borrowing are included in the Medium Term Financial Strategy. As such, the Section 151 Officer supports the recommendation.

Legal Implications – Monitoring Officer:

28. This paper seeks Cabinet approval for capital funding and the procurement of supply chain partners for improvement works at the Kalima GRT site.
29. Under Section 2(1) of the Local Authorities (Land) Act 1963 a local authority has extensive development powers and may, for the benefit or improvement of its area, erect any building and construct or carry out works on land. Therefore, the Council has the statutory powers to undertake the improvement works set out in this paper.
30. Officers must ensure that any procurement to appoint appropriate supply chain partners to carry out the improvement works, is done in accordance with the requirements of the Public Contracts Regulations 2015 (and any successor legislation) where appropriate, and the Council's Procurement and Contract Standing Orders.

Equalities and Diversity:

31. Under the Race Relations Act 2000, the Council must recognise the Gypsy traveller community as a Black and Minority Ethnic group that should be treated as equals to the settled population of Surrey.
32. The Equality Act 2010 says you must not be discriminated against because of your race. If you are a Gypsy or Traveller, you may be protected against race discrimination.
33. Gypsies and Travellers experience some of the worst outcomes of any group, across a wide range of social indicators. The Equality and Human Rights Commission (EHRC) has published several reports highlighting the multiple inequalities experienced by Gypsies and Travellers. An EHRC review in 2015 concluded that the life chances of Gypsies and Travellers had declined since the Commission's previous review in 2010. The contributory factors are complex and often inter-related, but may include deprivation, social exclusion, and discrimination.
34. The GRT community is entitled to the same services as those in the housed community, including the right to occupy premises that are fit for use. This includes accessible accommodation and facilities.

Other Implications:

35. The potential implications for the following Council priorities and policy areas have been considered. Where the impact is potentially significant a summary of the issues is set out in detail below.

Area assessed:	Direct Implications:
Corporate Parenting/Looked After Children	No significant implications arising from this report.
Safeguarding responsibilities for vulnerable children and adults	No significant implications arising from this report.
Environmental sustainability	Set out below under Item 43.
Public Health	The proposals seek to provide purpose-built utility blocks with dedicated washing, cooking, and toilet facilities to reduce the health and safety risk to the GRT community living at Kalima.

36. An Environmental Sustainability Assessment (ESA) is required, as the subject matter requires a Cabinet decision, and the primary subject matter relates to property development proposals (Annex 2). The key points from the ESA are:

- a) Site located in flood zone 2 with rivers located along the north, east and south of the site. Existing flood defences are inspected to ensure no structural weaknesses are present.
- b) Pre-application advice will be sought to deem if biodiversity and ecology enhancement are required as part works.
- c) Existing CCTV will be retained to monitor fly tipping and waste management issues.

What Happens Next:

37. Next steps and anticipated timescales:

Key milestones	Date
Cabinet approval	April 2024
Planning application submission	September 2024
Planning decision received	January 2025
Contact award	March 2025
Construction commences	May 2025
Construction completes	January 2026

Report Author:

Darren Humphreys, Contract Manager – Capital Delivery, Land and Property, 07815 994124

Consulted:

Simon Crowther (Director for Land and Property)

Colin Galletly (Assistant Director for Estates, Land and Property)

Glenn Woodhead (Assistant Director – Workplace and Facilities)

Elaine McKenna (Assistant Director for Capital Projects)

Residents of Kalima GRT Site (via Onkar Ghataaura)

Ian Horgan (Property Team Leader for Encroachment, Encampment, Moorings & Vacant Property)

Onkar Ghataaura (Technical Surveyor and Site Manager)

Richard Tear (Local Area County Councillor for Bagshot, Windlesham and Chobham)

Matt Pizii (Head of Strategy and Planning)

Annexes:

Annex 1: Options considered.

Annex 2: Environmental Sustainability Assessment (ESA)

Annex 3: Site map

Part 2 Report

Sources/background papers:

Initial Recommendations for the creation of a Strategy Document for the Management of Gypsy, Roma and Traveller provision in Surrey, 2022 – 2027.

[Commonslibrary.parliament.uk](https://commonslibrary.parliament.uk)

Annex 1 – Options Considered

OPTION	A	B	C
Description	Do nothing.	Refurbish the structure of the existing 15 utility blocks and improve the site infrastructure.	Supply and install 15 new utility blocks and improve site infrastructure.
Advantages	<ul style="list-style-type: none"> Residents not subject to the inconvenience of construction activities. 	<ul style="list-style-type: none"> Lower upfront capital costs. Reduced inconvenience to the resident's due to likely shorter construction phase. 	<ul style="list-style-type: none"> Provided much-needed, safe and suitable utility blocks. Reduces significant maintenance liabilities / financial burden. Aligns with Surrey County Council's Community Vision Land and Property Capital Delivery Team resourced to deliver the project
Disadvantage	<ul style="list-style-type: none"> Unable to meet service / community need Unable to satisfy statutory duty under Section 8 of the Housing Act 1985 for meeting the housing needs Significant maintenance liabilities / financial burden Does not align with Surrey County Council's Community Vision 	<ul style="list-style-type: none"> Existing utility blocks are in poor condition and are unlikely to ever meet current standards. Unable to satisfy statutory duty under Section 8 of the Housing Act 1985 for meeting the housing needs Significant maintenance liabilities / financial burden Does not align with Surrey County Council's Community Vision 	<ul style="list-style-type: none"> Inconvenience to the residents due need to use temporary utility blocks during the construction phase.

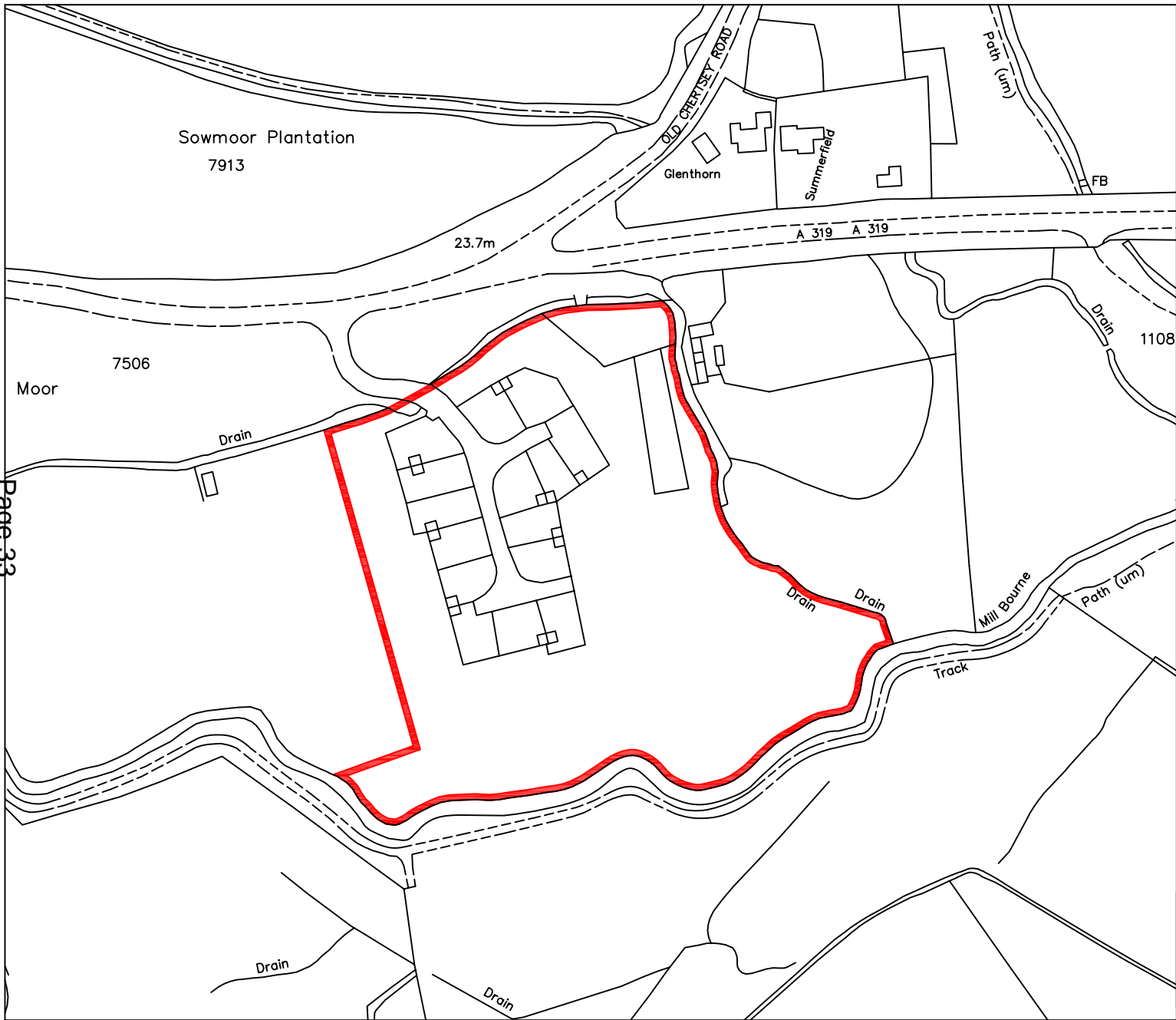


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Annex 2 – Environmental Sustainability Assessment (ESA)

Area	Relevant Topic Y/N	Issue	Action	Taken forward?
Resilience to risks posed by the environment to service delivery	Y	Site located in flood zone 2 with rivers located along the north, east and south of the site.	Existing flood defences are inspected to ensure no structural weaknesses are present.	
Designated conservation sites, protected species and biodiversity	Y	It is possible there may be a requirement under planning requirements to increase the site biodiversity.	Pre-application advice to be sought from the planning department.	
Materials and water	N			
Energy	N			
Waste	Y	Fly tipping and waste management issues are linked with site.	CCTV has been installed and is monitored by the Environment, Infrastructure & Growth (EIG) Directorate. The proposal seeks to retain this provision.	
Transport	N			
Landscape and trees	N			
Heritage	N			
Education / raising awareness	N			

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Notes
1. Unique ID 0303CHERD GIPS

Rev.	Description	Date	By	Chk'd
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Construction Management Unit, County Hall,
Penryhn Road, Kingston upon Thames, Surrey, KT1 2DW.
Tel : 020 8541 9231

O.S. Ref.	SU 9861-2		
Scale	1:2000 @ A4		
Surveyed by	Drawn by	Checked by	
Date	KBD	Date 16.09.10	Date

Location
KALIMA GYPSY SITE
CHERTSEY ROAD
CHOBHAM

Title
SITE PLAN

Plan Reg. No.	CM 1896
Plan File No.	

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SURREY COUNTY COUNCIL

CABINET

DATE: 23 APRIL 2024



REPORT OF CABINET MEMBER: DENISE TURNER-STEWART – DEPUTY LEADER AND CABINET MEMBER FOR CUSTOMER AND COMMUNITIES

LEAD OFFICER: MICHAEL COUGHLIN - EXECUTIVE DIRECTOR - CUSTOMERS, DIGITAL & TRANSFORMATION

SUBJECT: YOUR FUND SURREY APPLICATION – ASH VALE COMMUNITY WELLBEING MEETING PLACE AND NEW SCOUT HEADQUARTERS

ORGANISATION STRATEGY PRIORITY AREA: EMPOWERED AND THRIVING COMMUNITIES

Purpose of the Report:

This report sets out the key information on the ASH VALE **COMMUNITY WELLBEING MEETING PLACE AND NEW SCOUT HEADQUARTERS**, Your Fund Surrey (YFS) application for the consideration of the Cabinet.

The vision of YFS is to bring community-led and place-making projects to life, with a focus on wider community benefit that leaves a real legacy. YFS helps Surrey County Council (SCC) meet its priority to support empowered and thriving communities and tackle inequality to ensure that no one is left behind.

Recommendations:

It is recommended that Cabinet:

1. **Agrees to fund project CF259 for the full amount requested of £606,443 comprised of:**
 - **£606,443 of capital funding towards the development of the new building, outside area and bicycle storage to be paid in staged payments, on evidence of spend**
 - **Including 5% to be held by SCC until final evidence is provided of income and expenditure, evaluation and completion (such as building control sign-off).**

Reason for Recommendations:

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 end-of-life scout hut, currently not fit for purpose, into a modern and accessible community hub adjacent to an identified SCC Key Neighbourhood.

Existing nearby community buildings are at capacity during the day so the new hub would provide much-needed extra capacity for community groups.

Executive Summary:

1. The project is proposing to demolish a 1960s, prefabricated, reinforced concrete building, in very poor condition, and replace it with a new energy efficient community building and scout headquarters, outside area and bicycle storage.
2. The project seeks to complement and enhance existing community facilities, with a focus on youth and the elderly. The existing youth groups mainly meet in the late afternoon and evenings, and the vision is to fully utilise the new space during the day as a low cost or free meeting point, providing a social hub in the heart of the community. It is intended to facilitate clubs, hobbies, interests and education, and help tackle social issues such as friendship, loneliness, well-being, antisocial behaviour and the environment as well as meeting the needs of a successful and growing Scout group.

Project Summary

3. 1st Ash Vale Scout Group is a registered charity with a long history of working in the local communities of Ash Vale and Ash. Over 125 Beavers, Cubs, Scouts, Brownies and Guides meet weekly at the Group Headquarters in Wood Street, Ash Vale. It is the largest youth group in the area and is accessible and inclusive to all.
4. The Ash and Ash Vale community is geographically fairly linear, bounded by the A331 to the west, and the Ash Ranges to the east. Transport links are limited, increasing the need for local facilities. The location is well placed just off Vale Road and close to a bus stop. The location is situated in Ash in the borough of Guildford, adjacent to, and serving the Key Neighbourhood of Ash Wharf.
5. The new accessible building will incorporate sufficient storage for proposed new users, a large hall, toilets and kitchen on the ground floor and a small meeting room and office on the first floor. The building is designed to be environmentally friendly and sustainable with solar panels, air source heat pumps and use of low energy LED lighting. Local builders will be used and during demolition they are looking to recycle as much material as possible.
6. St Mary's Church and the Chapel, the two other community facilities in the area, have confirmed there is need for additional community spaces in the area due to lack of capacity. They saw an increase in demand following the closure of the local Children's Centres and are expecting this to continue. It would also offer a second location for the local foodbank.
7. The project is particularly seeking to address loneliness among senior citizens, of whom there are approximately 2,300 in the area, many living on their own and plan to partner with the Happy Healing Hut, who promote mental wellbeing. Other proposed uses include lunch clubs, technology cafés, community repair workshops, dementia groups and zero waste initiatives.

8. Many local businesses are fully behind the idea and have pledged support along with community-based organisations who have expressed interest in using the building. It is initially proposed that 50% of the usage will be by the scout group and 50% by the community, but that is expected to increase over time. Commercial lettings of the space will fund and subsidise community uses.

Details

Description of project benefits

9. The benefits to the project include:
 - Provide a much-needed additional facility for community use in the area
 - Children and young people learn new skills
 - Opportunities to be active indoors and outdoors
 - Able to meet with others and get involved in projects to support the community.

Project Timeframes and Management

10. Planning permission for the project was awarded in May 2021, meaning it will lapse this year. Planning may need to be enacted or re-applied for, which could incur additional costs and time.
11. The project delivery is estimated to take approximately 9 months. The project will be managed by the 1st Ash Vale Scout Group Trustee Board. This Board are nominated by the Scout Council at an Annual General meeting held each year. The Scout Council includes all adult members to the Group as well as all children's parents. The Board has a long history of effective management.
12. The new building, its structure, systems, and outside spaces will be the ongoing responsibility of the Facilities Manager.

Project Lifespan

13. The new building will have a life expectancy of at least 50 years. Ongoing maintenance procedures have the potential to extend the lifespan beyond this.

Consultation:

14. Have your say, which featured the Ash Vale Scout Group Project, received 456 comments. No negative comments were received.
15. Letters of support and offers of donations have been received from different Councillors, organisations, groups and individuals including the Divisional Member Carla Morson, who fully supports the application.

Advisory Panel Comments

16. The project was discussed by the YFS Advisory Panel on 13th March 2024. All members of the Advisory Panel were supportive of the application and the benefits it would bring to the community.

Risk Management and Implications:

17. The risks to the project have been considered and Officers consider there to be adequate control measures in place. The key risks are:
- Increase in costs
 - Delays to planning permissions
 - Delays to the delivery of the project
 - Security at site during demolition and construction
18. Grants greater than £500,000 are monitored annually for 20 years after works completion to ensure ongoing community use. If a project were struggling to reach community groups, SCC would link them with Community Link Officers and Local Area Coordinators as appropriate as well as other partners in the voluntary sector.

Financial and Value for Money Implications:

19. YFS funding is requested to contribute towards the development of the new building. The project has applied for £606,443 which equates to 92% of the overall project costs. The remaining monies needed for the project have been raised or are expected from various sources.
20. Table 1. Financial Summary details the £54,170 of other funding against the total project cost of £648,413. Table 2 details the total project cost breakdown.

Table 1. Financial summary

Amount applied for:	£606,443
Total project cost:	£648,413
Percentage of cost against total:	92%
Have other funding sources been secured?	Yes Ash Vale Scouts Contribution
Other funding:	£41,970
Volunteer contributions:	£11,200
Non-cash contributions:	£1,000
Is there a commercial element to the project?	Yes
Amount suggested for funding:	£606,443

Table 2. Project Cost breakdown:

Activity	Total Cost (not inc. VAT)	YFS Funding	Other Funding
Professional fees including design and surveys	£17,675	£0	£17,675
Demolition of existing build and removal of all waste	£36,574	£12,279	£24,295
New building construction and fit-out	£552,194	£552,194	£0

Contingency against scope (3%)	£14,958	£14 958	£0
Contingency against inflation (5%)	£27,012	£27 012	£0
Total	£648,413	£606,443	£41,970

21. As with all applications, there is a risk that construction and purchase costs will increase between application, approval and tendering. This is partially mitigated by the contingency. The applicant has secured quotes that support their costing, and will ultimately be funded based on evidenced, actual spend, up to the amount awarded.
22. There is an assumption of revenue from users, but with likely lower property costs, the scout group's future viability is not dependent on this revenue.
23. Release of any funding will be conditioned in a funding agreement to an acceptable specification, tender process and tender selection as well as verification of all funding in place.

Section 151 Officer Commentary:
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24. Significant progress has been made in recent years to improve the Council's financial resilience and the financial management capabilities across the organisation. Whilst this has built a stronger financial base from which to deliver our services, the increased cost of living, global financial uncertainty, high inflation and government policy changes mean we continue to face challenges to our financial position. This requires an increased focus on financial management to protect service delivery, a continuation of the need to be forward looking in the medium term, as well as the delivery of the efficiencies to achieve a balanced budget position each year.
25. In addition to these immediate challenges, the medium-term financial outlook beyond 2023/24 remains uncertain. With no clarity on central government funding in the medium term, our working assumption is that financial resources will continue to be constrained, as they have been for the majority of the past decade. This places an onus on the Council to continue to consider issues of financial sustainability as a priority, in order to ensure the stable provision of services in the medium term.
26. As such, the Section 151 Officer supports this application. This project has been reviewed financially and is felt to be adequately planned. It is important to note that there is minimal investment from other parties into the project and value for money needs to be considered. The commercial viability of this project has been reviewed. There is an assumption of revenue from users, but with likely lower property costs, the scout group's future viability is not dependent on this revenue and the projected cashflow provides assurance that the Council's investment can be maintained on an ongoing basis. This does rely on commercial elements, which hold inherent risk, but methods to reduce costs when required are possible, addressing this concern. The project is low risk and has a wealth of positive support from the local community.

27. The borrowing costs associated with the fund have been fully built into the Council's Medium-Term Financial Strategy. The annual cost of borrowing for this specific project of £606,443 would be c£39,000.

Legal Implications – Monitoring Officer:

28. The report sets out the information and steps for the consideration of the application further to the Council's governance arrangements for YFS.

29. Further to those arrangements, if approved, the Council and the organisation will enter into a comprehensive funding agreement which will include the performance measures that will be put in place to ensure the funding is used as intended as well as clearly describing any support or additional conditions agreed as part of the funding award.

Equalities and Diversity:

30. Your Fund is designed to provide investment in schemes that encourage community participation, reduce isolation, and develop the potential for social wellbeing and economic prosperity. As such it is anticipated that this project will have a positive impact on a number of those who may rely on or gain support from within the local community and those within protected characteristics that may be more likely to experience social and economic exclusion.

31. An Equalities Impact Assessment has been produced for YFS and was circulated as an Annex to the YFS Cabinet Report 26th January 2021.

Other Implications:

32. The potential implications for the following council priorities and policy areas have been considered. Where the impact is potentially significant a summary of the issues is set out in detail below.

Area assessed:	Direct Implications:
Corporate Parenting/Looked After Children	No significant implications arising from this report
Safeguarding responsibilities for vulnerable children and adults	No significant implications arising from this report
Environmental sustainability	Environmental aspects have been considered in relation to the new building
Compliance against net-zero emissions target and future climate compatibility/resilience	The works will be in compliance with the net-zero emissions target
Public Health	The project has a positive impact on wider health outcomes, encouraging activity and social interaction

Report Author:

Nikki Tagg, Community Investment Manager, yourfund@surreycc.gov.uk

Consulted:

Divisional County Councillor
 Portfolio Holder for Customer and Communities
 Corporate Finance and Commercial - SCC

Sources/background papers:

YFS Criteria

YFS Governance Document

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SURREY COUNTY COUNCIL**CABINET****DATE: 23 APRIL 2024****REPORT OF CABINET MEMBER: DENISE TURNER-STEWART – DEPUTY LEADER AND CABINET MEMBER FOR CUSTOMER AND COMMUNITIES****LEAD OFFICER: MICHAEL COUGHLIN - EXECUTIVE DIRECTOR - CUSTOMERS, DIGITAL & TRANSFORMATION****SUBJECT: YOUR FUND SURREY APPLICATION – EPSOM SPORTS CLUB OLD SCHOOLS LANE PAVILION****ORGANISATION STRATEGY PRIORITY AREA: EMPOWERED AND THRIVING COMMUNITIES****Purpose of the Report:**

This report sets out the Your Fund Surrey (YFS) application from **EPSOM SPORTS CLUB OLD SCHOOLS LANE PAVILION** for the consideration of the Cabinet.

The vision of YFS is to bring community-led and place-making projects to life, with a focus on wider community benefit that leaves a real legacy. YFS helps Surrey County Council (SCC) meet its priority to support empowered and thriving communities and tackle inequality to ensure that no one is left behind.

Recommendations:

It is recommended that Cabinet:

1. **Agree to fund project CF235 the full amount requested of £1,000,000 comprised of:**
 - **£1,000,000 of capital funding towards the development of the pavilion to be paid in staged payments, on evidence of spend.**
 - **Including 5% to be held by SCC until final evidence is provided of income and expenditure, evaluation and completion (such as building control sign-off).**

Reason for Recommendations:

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.

Epsom Sports Club's (ESC) proposed pavilion at Old School's Lane will provide a home for community sports and offer long term sustainability for football, hockey, cricket and other sports for all ages. This will address a deficiency in current provision and benefit the local community.

The proposed pavilion facilities will also be used by other community clubs and organisations, ensuring the space is a vibrant hub in the heart of the local community, adjacent to an identified SCC Key Neighbourhood.

Executive Summary:

1. ESC is a registered charity that has been running for over 100 years at Francis Schnadhorst Memorial Ground on Woodcote Road, Epsom. It's objectives are to:
 - promote community participation in healthy recreation by providing sporting facilities;
 - provide recreational facilities for disadvantaged people in the local community; and
 - improve awareness of the benefits of participation in recreational activities and provide appropriate coaching and training.
2. The existing site in Woodcote Road is used by various community user groups, including a charity that supports adults with learning difficulties, a menopause support group, a music and movement class for elderly adults, an art class, and a bridge club. The sporting facilities and grass pitches are used by Epsom cricket club for men, women and juniors, a thriving croquet group and a tennis section including sessions for individuals with special needs.
3. Three years ago, ESC partnered with Abbeyfield Southern Oaks (Abbeyfield), a provider of community living for independent older people, to restore a redundant playing field and create new community sports facilities comprising of a full-size, floodlit all-weather pitch, a full-size grass pitch and cricket pitch facility at Old Schools Lane. As part of Phase 1 of this project, all the pitches have now been completed.
4. Funding is now being sought towards Phase 2 which is for a new Clubhouse and associated car parking at the Old Schools Lane. The new building will have modern, fully accessible changing facilities to cater for increased demand for women's, girls and disability sports as well as providing space for community activities and socialising.

Project Summary

5. ESC's Old Schools Lane site is located 0.3 miles from Ewell West station and is located in Ewell which is ranked Decile 8 (Surrey Decile 4) on the Index of Multiple Deprivation. Within close proximity to the Club is Court Ward which is Decile 3 (Surrey Decile 1) and is one of SCC's Key Neighbourhoods.
6. Two portacabins are currently located on the site providing basic toilet, changing and kitchen facilities which do not comply with national sport governing body guidelines. Furthermore, accessible toilet facilities have to be accessed at the nearby Bourne Hall Library.
7. The proposed clubhouse has been designed in response to local need and will contain four changing rooms plus an accessible changing room and toilet, officials' room, club room, kitchen/bar, office, storage and 45 parking spaces.
8. The new clubhouse will enable the club to maximise community use of surrounding outdoor pitches as well as providing an indoor space for new activities for the club and the wider community.
9. ESC has secured the playing fields for future generations under a 125-year lease and a Deed of Covenant with Fields in Trust to protect the facilities in perpetuity. They share the site with Abbeyfield, who are the Landlord. ESC has an Agreement for Lease (AFL) with

Abbeyfield for the construction of the pavilion. A new 125-year lease will be put in place once the pavilion is constructed.

10. Abbeyfield will be contracting the works, with ESC integrally involved in the delivery through monthly liaison meetings.
11. Environmental features have been included including electric vehicle charging points, bicycle racks, rainwater harvesting, photovoltaic cell installation, and air sourced heat pumps. ESC is planning motion-controlled lighting and a system enabling control of hot water and heating by segment to reduce energy consumption.
12. Once the project is complete the new and additional activities and benefits will include; art clubs, health and fitness groups, counselling services, walking hockey social groups, cricket groups, parent and toddler sessions, Surrey user Voice and participation team, running groups, and the Sunnybank Trust which supports 250 vulnerable men, woman and young adults with learning disabilities.

Details

Description of project benefits

13. The main benefits to the project include:
 - Improve physical and mental wellbeing of the community in Epsom & Ewell by providing an accessible and affordable local community facility
 - Meeting SCC ambition of 'Nobody Left Behind' by providing community amenities and support close to a Key Neighbourhood
 - Encouraging under-represented groups to play sports by providing accessible facilities

Project Timeframes and Management

14. The project delivery is estimated to be approximately 7 months. Planning permission was granted 23 December 2022.
15. A robust governance structure is in place. ESC is governed by a Board comprising Directors from each of the sports sections, a Chairperson, a Treasurer, and an independent member with a Director and the Treasurer having designated responsibility for oversight and scrutiny of the project.
16. ESC has over 70 years' experience of successful facility management and development, as evidenced through long-term management of the Club's existing Woodcote Road facilities and the all-weather pitch at Old Schools Lane.
17. Currently the Club employs two members of staff who report to the Board. They are a Club Manager (16 hours a week) and an Administrator (18 hours a week). They estimate they will need a second part-time manager to run both sites successfully.

Project Lifespan

18. The new building will have a life expectancy of at least 50 years. The ongoing maintenance procedures that the Club Management Team will undertake has the potential to extend the lifespan beyond this.

Consultation:

Summary of Support

19. Have your say, which has had Epsom Sports Club featured on the Commonplace website, received 584 comments. There were no negative comments. Letters of support have also been received from the Councillors, organisations, groups and individuals.

Advisory Panel Comments

20. The project was discussed by the YFS Advisory Panel on 13th March 2024. All members of the Advisory Panel were supportive of the application and the benefits it would bring to the community.

Risk Management and Implications:

21. The risks to the project have been considered and Officers consider there to be adequate control measures in place. They key risks are:
- Increase in construction costs
 - Future loss of amenity
 - Increasing clubhouse costs
22. Grants greater than £500,000 are monitored annually for 20 years after works completion to ensure ongoing community use. If a project were struggling to reach community groups, SCC would link them with Community Link Officers and Local Area Coordinators as appropriate as well as other partners in the voluntary sector.

Financial and Value for Money Implications:

23. The project has applied for £1,000,000 which equates to 44% of the overall project costs. The remaining monies needed for the project have been raised or are expected.
24. Table 1. Financial Summary details the £1,144,472 of other funding against the total project cost of £2,144,472. Table 2 details the total project cost breakdown.

Table 1. Financial summary

Amount applied for:	£1,000,000
Total project cost:	£2,144,472
Percentage of cost against total:	44%
Have other funding sources been secured?	Yes
Other funding:	<u>Secured funding:</u> £315,395 ESC Reserves £359,642 Abbeyfield

	£83,333 ESC pledges £41,666 Loan from ESC £144,436 ESC Reserves for professional fees (made up of various contributions including Hockey Club, Co-op, sale of bricks and hockey pitch squares, Mayors Charity donation, legacy, gift-aid etc) Total £944,472 <u>To be raised:</u> £100k Loans from ESC Members £100k Claude Thompson Charitable Trust (for kitchen & Bar) Total £200,000
Volunteer contributions:	£93,920
Non-cash contributions:	£13,250
Is there a commercial element to the project?	Yes
Amount suggested for funding:	£1,000,000

Table 2. Project Cost breakdown:

Activity	Total Cost (Inc. VAT)	YFS Funding	Other Funding
Planning Fees	£11,486	£1,000,000	£1,044,472
Other Advisor Fees	£132,950		
Building: Envelope	£477,809		
Building: Internals	£246,945		
Mechanical & Electrical	£306,758		
External Works	£420,798		
Design & Statutory Fees	£45,000		
Preliminaries	£72,616		
Overheads & profit	£239,631		
Contingency @ 5% of build cost	£90,478		
Bar & Kitchen	£100,000	£0	£100,000 Claude Thompson Charitable Trust TBC
Total	£2,144,472	£1,000,000	£1,144,472

25. As with all applications, there is a risk that construction and purchase costs will increase between application, approval and tendering. This is partially mitigated by the contingency. The applicant has secured quotes that support their costing, and will ultimately be funded based on evidenced, actual spend, up to the amount awarded.

26. Release of any funding will be conditioned in a funding agreement to an acceptable specification, tender process and tender selection as well as verification of all funding in place (should costs have increased following tender).
27. The commercial viability of the project has been assessed and deemed to be satisfactory. They have a good track record of fundraising and securing income through subscriptions and fees. The bar, catering and hire income have increased as expected. Rental income is also new income that has been included. If the new sources of income do not materialise to the levels expected there are opportunities to reduce costs, or defer the large future one-off spends

Section 151 Officer Commentary:

28. Significant progress has been made in recent years to improve the Council's financial resilience and the financial management capabilities across the organisation. Whilst this has built a stronger financial base from which to deliver our services, the increased cost of living, global financial uncertainty, high inflation and government policy changes mean we continue to face challenges to our financial position. This requires an increased focus on financial management to protect service delivery, a continuation of the need to be forward looking in the medium term, as well as the delivery of the efficiencies to achieve a balanced budget position each year.
29. In addition to these immediate challenges, the medium-term financial outlook beyond 2023/24 remains uncertain. With no clarity on central government funding in the medium term, our working assumption is that financial resources will continue to be constrained, as they have been for the majority of the past decade. This places an onus on the Council to continue to consider issues of financial sustainability as a priority, in order to ensure the stable provision of services in the medium term.
30. As such, the Section 151 Officer supports this application. This project is a relatively large investment. The organisation has secured more than half of the funding from other sources and has comprehensive project and financial planning in place. Once built, the projected cashflow provides assurance that the Council's investment can be maintained. They have a good track record of fundraising and securing income through subscriptions and fees. The bar, catering and hire income have increased as expected. Rental income is also new income that has been included. Maintenance and similar costs continue at previous levels with some large one-off costs. Repayments of the loans that have been included in the project funding, are also included in the cash outflow. If the new sources of income do not materialise to the levels expected there are opportunities to reduce costs, or defer the large future one-off spends. This project does rely on commercial elements which hold inherent risk, but methods to reduce costs when required are possible, addressing this concern. Your Fund Surrey funding will be released at stages, on satisfying relevant criteria.
31. The borrowing costs associated with the fund have been fully built into the Council's Medium-Term Financial Strategy. The annual cost of borrowing for this specific project of £1,000,000 would be c£58,000.

Legal Implications – Monitoring Officer:

32. The report sets out the information and steps for the consideration of the application further to the Council's governance arrangements for Your Fund Surrey.

33. Further to those arrangements, if approved, the Council and the organisation will enter into a comprehensive funding agreement which will include the performance measures that will be put in place to ensure the funding is used as intended as well as clearly describing any support or additional conditions agreed as part of the funding award.

Equalities and Diversity:

34. Your Fund is designed to provide investment in schemes that encourage community participation, reduce isolation, and develop the potential for social wellbeing and economic prosperity. As such it is anticipated that this project will have a positive impact on a number of those who may rely on or gain support from within the local community and those within protected characteristics that may be more likely to experience social and economic exclusion.

35. An Equalities Impact Assessment has been produced for YFS and was circulated as an Annex to the YFS Cabinet Report 26th January 2021.

Other Implications:

36. The potential implications for the following council priorities and policy areas have been considered. Where the impact is potentially significant a summary of the issues is set out in detail below.

Area assessed:	Direct Implications:
Corporate Parenting/Looked After Children	No significant implications arising from this report
Safeguarding responsibilities for vulnerable children and adults	No significant implications arising from this report
Environmental sustainability	Environmental aspects have been considered in relation to the new building
Compliance against net-zero emissions target and future climate compatibility/resilience	The works will be in compliance with the net-zero emissions target
Public Health	The project has a positive impact on wider health outcomes, encouraging activity and social interaction

Report Author:

Nikki Tagg, Community Investment Manager, Nicola.tagg@surreycc.gov.uk

Consulted:

Divisional County Councillor
Portfolio Holder for Customer and Communities
Land & Property, Corporate Finance and Commercial - SCC

Sources/background papers:

YFS Criteria
YFS Governance Document

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SURREY COUNTY COUNCIL

CABINET

DATE: 23 APRIL 2024



REPORT OF CABINET MEMBER: DENISE TURNER-STEWART – DEPUTY LEADER AND CABINET MEMBER FOR CUSTOMER AND COMMUNITIES

LEAD OFFICER: MICHAEL COUGHLIN - EXECUTIVE DIRECTOR - CUSTOMERS, DIGITAL & TRANSFORMATION

SUBJECT: YOUR FUND SURREY APPLICATION – THE HASLEMERE LINK COMMUNITY HUB

ORGANISATION STRATEGY PRIORITY AREA: EMPOWERED AND THRIVING COMMUNITIES

Purpose of the Report:

This report sets out the Your Fund Surrey (YFS) application from **THE HASLEMERE LINK COMMUNITY HUB** for the consideration of the Cabinet.

The vision of YFS is to bring community-led and place-making projects to life, with a focus on wider community benefit that leaves a real legacy. YFS helps Surrey County Council (SCC) meet its priority to support empowered and thriving communities and tackle inequality to ensure that no one is left behind.

Recommendations:

It is recommended that Cabinet:

1. **Agree to fund the full amount requested of £1,000,000 comprised of:**
 - **£1,000,000 of capital funding towards transforming the Haslemere Link Community Hub, to be paid in staged payments, on evidence of spend.**
 - **Including 5% to be held by SCC (Surrey County Council) until final evidence of income, expenditure, and final completion such as building control sign-off.**

Reason for Recommendations:

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 transform an existing community building (the Link) in the East of Haslemere into a larger, more useable space and, in addition, to create smaller meeting areas to meet increasing demand.

Executive Summary:

1. The Link, adjacent to Bartholomew's Church, is looking to renovate their ground floor to increase accessibility and flexibility of the space for community. It will also introduce an upper floor within the existing roof line to create smaller, private rooms suitable for counselling and other community support services not currently available in Haslemere. Counselling is in great demand and has long waiting lists and local community services have struggled to find suitable spaces.
2. The planned spaces in the project will enable a local affordable counselling service to expand, a local charity to provide support to those with hearing loss and increased social prescribing to improve mental and physical health. There will be a commercial component to the downstairs upgrade through hire of the space, which will be used to support the charitable element of the project upstairs.

Project Summary

3. The Link is a Grade 2 listed, passed to the Church for the benefit of the community in 1986. The building is run by the Haslemere Parochial Church Council (HPCC), a registered charity (1127927).
4. The project is in the East of Haslemere, close to the high street, next to the High Lane Estate where 43% of the properties are local authority owned compared with 23% across the whole town. It has a high footfall with families accessing the local primary school and residents accessing local shops.
5. The new building will be fully accessible, light, secure and will include a lift to the first floor. The plans include private rooms for counselling and one-to-one support, two larger rooms for physical or recreational activity and a large office. It will also have a kitchen to allow for multiple use, and accessible WCs on each floor. The proposed configuration includes an entrance from the car park and another discrete entrance, enabling access to the first-floor counselling suites.
6. A management group will be set up to ensure efficient operation and appropriate governance and any surplus from hire fees will be reinvested back into the building. Future users will include Citizen's advice, Crossways Counselling service, Haslemere festival, Haslemere for Ukraine support group, Haslemere clothing bank, free community meals, Mental health support services, English lessons for refugees and youth group support.
7. There are two other community venues at the opposite end of Haslemere, currently working at capacity. They do not see the project as competition, but welcome additional services in the other part of town. Many residents are deterred from travelling to the other side of town due to the cost of buses.
8. The HPCC are committed to the Church of England's aim to be carbon neutral by 2030 making the Link Community Hub as efficient as possible. The building will be highly insulated and will incorporate photovoltaic panels.

Details

Description of project benefits

9. The benefits of the project include:

- Several organisations planning to use the building to support children and young people with counselling and other activities.
- The building designed to be welcoming and the kitchen space offers the opportunity for a cafe and social spaces for everyone.
- The building is designed to be more sustainable and bicycle racks are included.

Project Timeframes and Management

10. The project delivery is estimated to take approximately 11 months to complete.
11. The HPCC is the owner of the building however it is vested in the Diocesan Board of Finance (DBF) to ensure that the PCC does not sell a community asset for its own benefit.
12. The Link Project team is made up of 5 volunteers from the HPCC. The team are recently retired, have relevant professional experience in finance, project management and funding and have a track record of involvement in the delivery of medium and large-scale. This core team will manage the project through to building and commissioning.
13. The new building will have a life expectancy of 50 years or more. The project will be monitored after completion for 20 years.

Consultation:

14. Have your say received over 400 positive comments with 3 negative comments regarding parking. The application has benefited from a substantial number of signatures and supporting letters from local residents.
15. Letters of support have been received from Councillors, organisations, groups and individuals and the Divisional Councillor John Robini fully supports the application.

Advisory Panel Comments

16. The project was discussed by the YFS Advisory Panel on 13th March 2024. All members of the Advisory Panel were supportive of the application and the benefits it would bring to the community.

Risk Management and Implications:

17. The risks to the project have been considered and Officers consider there to be adequate control measures in place. They key risks are:
 - Cost over runs
 - Shortage in cashflow during build
 - Low utilisation rate resulting in lower revenue from hire fees
 - Inflation increases costs beyond budget
18. Grants greater than £500,000 are monitored annually for 20 years after works completion to ensure ongoing community use. If a project were struggling to reach community groups, SCC would link them with Community Link Officers and Local Area Coordinators as appropriate as well as other partners in the voluntary sector.

Financial and Value for Money Implications:

19. The project has applied for £1,000,000, equating to 47% of the overall project costs. The remaining monies needed for the project have been raised or are expected from various sources (see Table 2).
20. Table 1. Financial Summary details the £1,126,722 of other funding against the total project cost of £2,126,722. Table 3 details the total project cost breakdown.
21. Table 2. Project Cost Breakdown and Grant Utilisation, itemises the allocation of YFS grant against specific works.

Table 1. Financial summary

Amount applied for:	£1,000 000
Total project cost:	£2,126,722
Percentage of cost against total:	47%
Have other funding sources been secured?	Yes
Other funding:	Confirmed: £400k Haslemere Fund £400K Waverley CIL Pending: £200K Haslemere Parish (fundraising Mar/Apr 2024) £100K Garfield Weston £50K Haslemere Town Council £50K Other individual fundraising £25K Local business (sponsorship)
Volunteer contributions:	£45,000
Non-cash contributions:	£0
Is there a commercial element to the project?	Yes
Amount suggested for funding:	£1,000,000

Table 2. Project Cost breakdown:

Activity	Total Cost (Including VAT)	YFS Contribution	Other Funding
Professional fees	£227,217	47% of project costs	53% of project costs
Substructure	£8,400		
Building envelope	£453,800		
Internal works	£148,600		
M&E, fittings and fixtures	£429,600		
External works	£226,800		
Preliminaries	£139,392		
Overheads & Profit	£105,494		
Contingency	£113,406		
Inflation to summer 2024	£113,785		
Inflation to 2025	125,228		

Furnishings	£35 000	£0	
Total	£2,126,722	£1,000,000	£1,126,722

22. As with all applications, there is a risk that construction and purchase costs will increase between application and approval and tendering. This is partially mitigated by the contingency. The applicant has secured quotes that support their costing, and will be funded based on evidenced, actual spend, up to the amount awarded.
23. Release of any funding will be conditioned in a funding agreement to an acceptable specification, tender process and tender selection as well as verification of all funding in place (should costs have increased following tender).
24. The commercial viability of the project has been assessed and deemed to be satisfactory. The applicant has confirmed the Church will cover most of the costs, with the balance to be dependent on two tenants' rental income. Both tenants have expressed an interest, although they have not legally committed. If these tenants do not take leases, the Church would have to fund the shortfall.

Section 151 Officer Commentary:
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25. Significant progress has been made in recent years to improve the Council's financial resilience and the financial management capabilities across the organisation. Whilst this has built a stronger financial base from which to deliver our services, the increased cost of living, global financial uncertainty, high inflation and government policy changes mean we continue to face challenges to our financial position. This requires an increased focus on financial management to protect service delivery, a continuation of the need to be forward looking in the medium term, as well as the delivery of the efficiencies to achieve a balanced budget position each year.
26. In addition to these immediate challenges, the medium-term financial outlook beyond 2023/24 remains uncertain. With no clarity on central government funding in the medium term, our working assumption is that financial resources will continue to be constrained, as they have been for the majority of the past decade. This places an onus on the Council to continue to consider issues of financial sustainability as a priority, in order to ensure the stable provision of services in the medium term.
27. As such, the Section 151 Officer supports this application. The financials submitted appear thorough and all expenditure seems appropriate and adequately costed for the project. Once built, the projected cashflow provides assurance that the Council's investment can be maintained. This does rely on commercial elements which hold inherent risk, but methods to reduce costs when required are possible, addressing this concern. Your Fund Surrey funding will be released at stages, on satisfying relevant criteria.
28. The borrowing costs associated with the fund have been fully built into the Council's Medium-Term Financial Strategy. The annual cost of borrowing for this specific project of £1,000,000 would be c£58,000.

Legal Implications – Monitoring Officer:

29. The report sets out the information and steps for the consideration of the application further to the Council's governance arrangements for Your Fund Surrey.
30. Further to those arrangements, if approved, the Council and the organisation will enter into a comprehensive funding agreement which will include the performance measures that will be put in place to ensure the funding is used as intended as well as clearly describing any support or additional conditions agreed as part of the funding award.

Equalities and Diversity:

31. Your Fund is designed to provide investment in schemes that encourage community participation, reduce isolation, and develop the potential for social wellbeing and economic prosperity. As such it is anticipated that this project will have a positive impact on a number of those who may rely on or gain support from within the local community and those within protected characteristics that may be more likely to experience social and economic exclusion.
32. An Equalities Impact Assessment has been produced for YFS and was circulated as an Annex to the YFS Cabinet Report 26th January 2021.

Other Implications:

33. The potential implications for the following council priorities and policy areas have been considered. Where the impact is potentially significant a summary of the issues is set out in detail below.

Area assessed:	Direct Implications:
Corporate Parenting/Looked After Children	No significant implications arising from this report
Safeguarding responsibilities for vulnerable children and adults	No significant implications arising from this report
Environmental sustainability	Environmental aspects have been considered in relation to the new building
Compliance against net-zero emissions target and future climate compatibility/resilience	The works will be in compliance with the net-zero emissions target
Public Health	The project has a positive impact on wider health outcomes, encouraging activity and social interaction

Report Author:

Nikki Tagg, Community Investment Manager, yourfund@surreycc.gov.uk

Consulted:

Divisional County Councillor
 Portfolio Holder for Customer and Communities
 Land & Property, Corporate Finance and Commercial - SCC

Sources/background papers:

Your Fund Surrey Criteria
Your Fund Surrey Governance Document

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SURREY COUNTY COUNCIL

CABINET



DATE: 23 APRIL 2024

REPORT OF CABINET MEMBER: DAVID LEWIS, CABINET MEMBER FOR FINANCE AND RESOURCES

LEAD OFFICER: ANNA D'ALESSANDRO, DIRECTOR OF FINANCE – CORPORATE & COMMERCIAL (INTERIM S151 OFFICER)

SUBJECT: 2023/24 MONTH 11 (FEBRUARY) FINANCIAL REPORT

ORGANISATION STRATEGY PRIORITY AREA: NO ONE LEFT BEHIND / GROWING A SUSTAINABLE ECONOMY SO EVERYONE CAN BENEFIT / TACKLING HEALTH INEQUALITY / ENABLING A GREENER FUTURE EMPOWERED AND THRIVING COMMUNITIES / HIGH PERFORMING COUNCIL

Purpose of the Report:

This report provides details of the Council's 2023/24 financial position, for revenue and capital budgets, as at 29th February 2024 (M11) and the expected outlook for the remainder of the financial year.

Regular reporting of the financial position underpins the delivery of all priority objectives, contributing to the overarching ambition to ensure No One Left Behind.

Key Messages – Revenue

- Local government continues to work in a challenging environment of sustained and significant pressures. **At M11, the Council is forecasting an overspend of £3.3m against the 2023/24 revenue budget, after the application of the contingency budget. This is a £0.7m improvement since M10.** The details are shown in Annex 1 and summarised in Table 1 (paragraph 1 below).
- In October 2023, Cabinet agreed the use of the £20m corporate contingency budget to reduce the overall in-year forecast overspend position for 2023/24. This was to allow a focus on mitigating the residual forecast overspend. However, the in-year position has continued to be challenging and a residual forecast overspend remains.
- In response to the in-year financial position and a significant medium term budget gap, a number of spending control measures have been implemented. The impact of these controls will be closely monitored, impacts tracked and reported. Although it is anticipated that they will have limited impact on the 2023/24 position, the controls should establish stronger financial management behaviours into 2024/25. **Whilst recognising that the financial year is almost complete, further work is required by all services in the last few weeks of the year, to**

identify ways to mitigate the forecast overspend in 2023/24 to contain costs within the available Council budget.

- Alongside the identification of these areas of focus, the Council has assessed the level of reserves, balancing the need to ensure ongoing financial resilience with the need to ensure funds are put to best use. The level of reserves held by the Council provides additional financial resilience should the residual forecast overspend not be effectively mitigated before the end of the financial year.

Key Messages – Capital

- At month 11, capital expenditure of £273.3m is forecast for 2023/24, a variance of £5m more than the re-set budget of £268.3m. This is an increase of £4.2m from the forecast at M10. There are a number of offsetting variances within this position and further details are set out in paragraphs 7-11.
- The Capital Programme Panel has undertaken an assurance review of the capital programme, suggesting a number of actions and recommendations to improve capital forecasting into the next financial year.

Recommendations:

It is recommended that Cabinet:

1. Notes the Council’s forecast revenue budget (after the application of the full contingency budget) and capital budget positions for the year.

Reason for Recommendations:

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.

Executive Summary:

1. At M11, the Council is forecasting a full year overspend of £3.3m against the revenue budget. This is a £0.7m improvement on the M10 position. Table 1 below shows the forecast revenue budget outturn for the year by Directorate (further details are set out in Annex 1):

Table 1 - Summary revenue budget forecast variances as at 29th February 2024

	M11 Forecast	Annual Budget	Forecast Variance
	£m	£m	£m
Adult Social Care	441.1	439.4	1.8
Public Service Reform & Public Health	37.9	38.1	(0.2)
Children, Families and Lifelong Learning	286.7	257.9	28.7
Environment, Transport & Infrastructure	154.2	154.2	0.0
Surrey Fire and Rescue	38.8	38.7	0.1
Customer & Communities	20.9	20.8	0.1
Resources	84.3	83.4	1.0
Communications, Public Affairs and Engagement	2.2	2.2	(0.0)
Prosperity, Partnerships & Growth	2.0	2.2	(0.2)
Central Income & Expenditure	37.4	45.4	(8.0)
Directorate position	1,105.5	1,082.2	23.3
Contingency	0.0	20.0	(20.0)
Corporate Funding	(1,102.2)	(1,102.2)	0.0
Overall	3.3	0.1	3.3

2. The £3.3m forecast overspend is made up of an overspend of £23.3m on Directorate positions, offset by the application of £20m contingency budget, as previously approved by Cabinet. The £23.3m underlying forecast overspend relates primarily to the following:

- **Adult Social Care - £1.8m overspend, £0.7m improvement since last month**, mainly due a reduction on carers contracts and other wider support services (-£0.5m), and staffing forecasts (-£0.2m). There remain significant pressures on ASC's care package budget, leading to a forecast overspend of £9m, due to demand and market pressures on care packages and the forecast impact of assessed fees & charges debt across the year. Pressures in the care package budget are being partially mitigated by additional grant funding and underspends in other areas.
- **Children, Families and Lifelong Learning - £28.7m overspend, £0.5m deterioration since last month**, due to further increases in costs on Home to School Travel Assistance of £1.2m due to further increases to pupil numbers and rates paid. This increase is partially offset by changes to staffing cost forecasts.

The cumulative overspend projection as at Month 11 is largely due to both price and volume increases in Home to School Travel Assistance (£10.2m) and social care placements and allowances (£16.7m), with a national lack of market sufficiency and price inflation having a significant impact on external agency placements. In addition, £4.8m of stretch efficiency targets are no longer considered deliverable, legislation requires matching of special guardianship rates paid to those of fostering allowances resulting in a £1.8m pressure, and demand pressure within children with disability care budgets of £1.5m, reflecting a continuation of the demand experienced in 2022/23. These pressures are partially reduced by underspends in Unaccompanied Asylum-Seeking Children (UASC) of £1.2m due to an increase in grant funding, an underspend on in-house fostering of £1.5m due to a lower number of children supported through in-house foster carers, a £0.9m underspend on in-house residential provision, £0.5m underspend due to lower adoption numbers and vacancies in our no wrong door provision. £2.2m net underspends across CFLL relate to centrally held agency budgets, underspends due to delays in early intervention initiatives starting and staffing vacancies across the department.

- **Environment, Transport & Infrastructure - £0.4m improvement since last month** with a reduction of £0.2m in Highways & Transport due to the milder winter resulting in reduced winter maintenance (e.g. gritting) and a reduction of £0.2m in Environment due to lower Greener Futures spend. The wider position across the directorate includes a number of pressures including staffing and

reduced income which are offset by efficiencies, including reduced concessionary travel costs due to lower volumes.

- **Surrey Fire and Rescue - £0.1m overspend, unchanged since last month.** There is a £0.7m pressure due to a backdated national pay award agreed in March 2023 at a higher rate than budgeted for, partly mitigated by management of vacancies (£0.5m) and efficiencies through partnership working (£0.1m).
 - **Resources - £1.0m overspend, unchanged since last month.** Overall, there are several variances across the directorate. Business Services is forecasting a net under-recovery of income of £0.6m due to reduced payroll income from maintained, Multi-Academy Trust & Academy schools (£0.4m), plus a staffing overspend of £0.2m, due to delays implementing the new structure. Furthermore, there are one-off project costs relating to the offboarding of Multi-Academy Trusts and Academies due to the Council no longer providing their payroll service as approved by Cabinet in May 2023. Land and Property is forecasting an overspend of £0.5m due to delays in the full financial benefit of the Facilities Management Contract (£0.3m) and pressures relating to grounds maintenance (£0.2m). These overspends are partially offset by staffing vacancies in other services.
 - **Public Service Reform and Public Health - £0.1m underspend, unchanged since last month,** relating to recruitment delays within the Analytics & Insight team.
 - **Customer & Communities - £0.1m overspend, unchanged since last month.** The overall overspend position is due mainly to under recovery of income in libraries, offset by staffing underspends. The libraries' income budget was set at 2019/20 levels as footfall continued to recover after the pandemic, however it is now considered unlikely that income will fully recover.
 - **Central Income & Expenditure - £8m over-recovery, unchanged since last month,** relating to additional Business Rate income from the business rates pool and multiplier compensation grant income (£4.1m), less redundancy spend (£1.2m), an increase in the net interest position (£1m), reduced uptake of the empty property subsidy (£1m) and £0.7m relating to the surplus on the national business rates levy account recently announced by Government.
3. In addition to the forecast overspend position, emerging risks and opportunities are monitored throughout the year. Directorates have additionally identified net risks of £1.6m, consisting of quantified risks of £2.6m, offset by opportunities of £1m. These figures represent the weighted risks and opportunities, taking into account the full value of the potential risk or opportunity adjusted for assessed likelihood of the risk occurring or opportunity being realised. The net risk is a reduction of £3m since M10.
 4. Directorates are expected to take action to mitigate these risks and maximise the opportunities available to offset them, in order to avoid these resulting in a forecast overspend against the budget set.

- In recognition of the challenging financial position, immediate in-year spending controls have been implemented, including recruitment and procurement controls. In addition, there will be 'deep dives' carried out into spend on Home to School Travel Assistance and Adults Social Care to ensure the drivers for continued increasing pressures are understood and further mitigations identified. An action plan has been developed and outcomes from these controls will be monitored and reported.

Dedicated Schools Grant (DSG) update

- The table below shows the projected forecast year-end outturn for the High Needs Block. The forecast at month 11 shows an in-year overspend of £2.5m.

Table 2 - DSG HNB Summary

2023/24 DSG HNB Summary	Budget	Forecast	Variance to budget	Safety Valve*	Variance to SV
	£m	£m	£m	£m	
Education and Lifelong Learning	231.5	233.7	2.2		
Place Funding	22.7	22.7	0		
Children's Services	2.3	2.6	0.3		
Corporate Funding	2	2	0		
TOTAL	258.5	261.0	2.5		
FUNDING	-218.1	-218.1	0.0		
In-Year Deficit	40.4	42.9	2.5	44.2	-1.3

**Safety Valve In-Year Deficit includes £42m in the agreement for this year plus a further £2.2m headroom from prior years.*

- Despite the forecast overspend the Council remains within the spending profile of the Safety Valve due to achieving an underspend against planned expenditure in 2022/23 and having set the 2023/24 budget with more ambitious containment targets than included in the initial safety value projections.
- The final monitoring report for the Safety Valve agreement in 2023/24 was approved by the Department for Education, confirming a final £3m funding contribution for the year. In March, the DfE subsequently wrote to Surrey to confirm that due to the Department's budget position, Surrey would receive an additional £3.27m Safety Valve payment in March 2024. This funding is not additional, but reflects a reprofiling of the agreement – there will be a corresponding reduction in the funding due to be allocated in 2024/25.
- This brings the total DfE contributions to date to £12.27m in this financial year and £76.27m in total (76% of the total DfE contributions). Our Safety Valve monitoring report confirmed that the Council remains on track with its agreed trajectory, although also noted continued pressures both from demand within the system and through cost inflation.

Capital Budget

10. The 2023/24 Capital Budget was approved by Council on 7th February 2023 at £319.3m, with a further £92.7m available to draw down from the pipeline and £10m budgeted for Your Fund Surrey. After adjustments for 2022/23 carry forwards and acceleration, the revised budget was £326.4m.
11. During August a re-set of the capital budget was undertaken, to ensure that the budget reflected spend profiles more accurately, taking into account known delays, additional in-year approvals and reflecting the current supplier market and wider economic conditions impacting on programme delivery. The re-set budget is **£268.3m**.
12. Capital expenditure of **£273.3m** is forecast against this budget, which represents a forecast variance of £5m (an increase of £4.2m since month 10), as summarised below.
13. The Capital Programme Panel has led an exercise to further review the areas of significant slippage to identify common risks and barriers to delivery and identify potential mitigations. An action plan has been developed to address some of the findings of that exercise.

Table 3 - Summary capital budget

Strategic Capital Groups	Annual Budget	FY Forecast at M11	M11 Forecast Variance	M10 Forecast Variance	Change from M10 to M11	Movement
	£m	£m	£m	£m	£m	
Property						
Property Schemes	101.8	105.6	3.8	3.6	0.2	Increase
ASC Schemes	1.6	1.6	0.0	0.0	0.0	Unchanged
CFLC Schemes	2.4	2.1	(0.3)	0.0	(0.3)	Decrease
Property Total	105.8	109.3	3.5	3.6	(0.1)	Decrease
Infrastructure						
Highways and Transport	121.9	129.9	8.0	3.4	4.6	Increase
Infrastructure and Major Projects	15.9	13.2	(2.7)	(2.5)	(0.2)	Decrease
Environment	9.5	9.2	(0.2)	(0.4)	0.1	Increase
Surrey Fire and Rescue	6.0	4.6	(1.5)	(1.0)	(0.4)	Decrease
Infrastructure Total	153.4	156.9	3.6	(0.6)	4.2	Increase
IT						
IT Service Schemes	9.2	7.1	(2.1)	(2.2)	0.1	Increase
IT Total	9.2	7.1	(2.1)	(2.2)	0.1	Increase
Total	268.3	273.3	5.0	0.8	4.2	Increase

14. The overall variance is attributable to the following:

- **Property Schemes - £3.6m variance over budget**, a decrease of £0.1m since M10.

The variance reflects the inclusion of spend in relation to the Agile Office

Programme which was not in the re-set budget. In addition, there is acceleration of £2.4m on Schools & Corporate Maintenance schemes.

This is offset by significant slippage across a number of schemes, including Independent Living (£1.3m), SEND (£7.6m), Extra Care (£1.8m) and Alternative Provision (£3.3m). Delays are caused primarily by the planning process, much of which is outside the control of the Council's planning team. These delays do not impact on the achievability of efficiencies in the Medium Term Financial Strategy. In addition, there is a delay of c£2m on Depots following a decision to delay works until after the gritting season.

The majority of the reduced SEND spend this year relates to the new Hopescourt school scheme, the new school building remains on track to open in May 2025, with a temporary site opening, as planned, in September 2024 on the former Hurst Park Primary site. There are also smaller reductions due to delays relating to several other schools. The cost containment targets for 2023/24, aligned with the Safety Valve Agreement, are forecast to be on track, subject to all 234 additional places brought on from September 2023 being filled. Along with the phasing in of additional places from projects delivered in previous years, the programme will create around 270 new places from September 2024.

- **Infrastructure - £3.6m variance over budget**, a £4.2m increase from M10. The overspend across structural maintenance, surface treatment, footway maintenance and safety defects has increased by £3.4m to £6.0m. £2.6m of this additional spend will be funded by an unbudgeted Government grant. Significant slippage remains on the acquisition of ultra-low emission buses which has decreased by £0.9m to £3.2m. Other smaller Highways & Transport variations include acceleration of bridge, safety barrier, flooding and road safety works partially offset by slippage including on local transport schemes. Within Infrastructure Planning & Major Projects there is £1.1m of slippage in relation to the A320 works. Slippage of £1.5m is forecast on the purchase of fire appliances due to the timing of stage payments for vehicles which have been ordered.

IT - £2.1m variance under budget, due to delays to the planned laptop refresh, following the outcome of the pilot and test phase. Roll out is now planned for 2024/25.

Consultation:

15. Executive Directors and Cabinet Members have confirmed the forecast outturns for their revenue and capital budgets.

Risk Management and Implications:

16. Risk implications are stated throughout the report and each relevant director or head of service has updated their strategic and or service risk registers accordingly. In addition, the Corporate Risk Register continues to reflect the increasing uncertainty of future funding likely to be allocated to the Council and the sustainability of the Medium-Term Financial Strategy. In the light of the financial

risks faced by the Council, the Leadership Risk Register will be reviewed to increase confidence in Directorate plans to mitigate the risks and issues.

Financial and Value for Money Implications:

17. The report considers financial and value for money implications throughout and future budget monitoring reports will continue this focus.

Section 151 Officer Commentary:

18. Significant progress has been made in recent years to improve the Council's financial resilience and the financial management capabilities across the organisation. Whilst this has built a stronger financial base from which to deliver our services, the increased cost of living, global financial uncertainty, high inflation and government policy changes mean we continue to face challenges to our financial position. This requires an increased focus on financial management to protect service delivery, a continuation of the need to be forward looking in the medium term, as well as the delivery of the efficiencies to achieve a balanced budget position each year.

19. In addition to these immediate challenges, the medium-term financial outlook beyond 2023/24 remains uncertain. With no clarity on central government funding in the medium term, our working assumption is that financial resources will continue to be constrained, as they have been for the majority of the past decade. This places an onus on the Council to continue to consider issues of financial sustainability as a priority, in order to ensure the stable provision of services in the medium term.

20. The Council has a duty to ensure its expenditure does not exceed the resources available. As such, the Section 151 Officer confirms the financial information presented in this report is consistent with the Council's general accounting ledger and that forecasts have been based on reasonable assumptions, taking into account all material, financial and business issues and risks.

Legal Implications – Monitoring Officer:

21. The Council is under a duty to set a balanced and sustainable budget. The Local Government Finance Act requires the Council to take steps to ensure that the Council's expenditure (that is expenditure incurred already in year and anticipated to be incurred) does not exceed the resources available whilst continuing to meet its statutory duties.

22. Cabinet should be aware that if the Section 151 Officer, at any time, is not satisfied that appropriate strategies and controls are in place to manage expenditure within the in-year budget they must formally draw this to the attention of the Cabinet and Council and they must take immediate steps to ensure a balanced in-year budget, whilst complying with its statutory and common law duties.

Equalities and Diversity:

23. Any impacts of the budget monitoring actions will be evaluated by the individual services as they implement the management actions necessary. In implementing individual management actions, the Council must comply with the Public Sector

Equality Duty in section 149 of the Equality Act 2010 which requires it to have due regard to the need to eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act; advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; and foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

24. Services will continue to monitor the impact of these actions and will take appropriate action to mitigate additional negative impacts that may emerge as part of this ongoing analysis.

What Happens Next:

25. The relevant adjustments from recommendations will be made to the Council's accounts.

Report Author: Anna D'Alessandro, Director – Corporate Finance & Commercial (Interim s151 Officer) Anna.DAlessandro@surreycc.gov.uk

Consulted: Cabinet, Executive Directors, Heads of Service

Annexes:

Annex 1 – Detailed Outturn position

Detailed Revenue Outturn Position

Annex 1

Service	Cabinet Member	Net budget	Forecast	Outturn variance
Family Resilience	C Curran	£59.1m	£59.2m	£0.1m
Education and Lifelong Learning	C Curran	£28.0m	£28.0m	(£0.0m)
Commissioning	C Curran	£3.8m	£3.8m	£0.0m
Quality & Performance	C Curran	£75.4m	£85.3m	£9.9m
Corporate Parenting	C Curran	£95.0m	£109.0m	£14.0m
Exec Director of CFLL central costs	C Curran	-£3.4m	£1.3m	£4.8m
Children, Families and Lifelong Learning		£257.9m	£286.7m	£28.7m
Public Health	M Nuti	£35.8m	£35.8m	£0.0m
Public Service Reform	D Lewis	£2.3m	£2.2m	(£0.2m)
Public Health and PSR		£38.1m	£37.9m	(£0.2m)
Adult Social Care	S Mooney	£439.4m	£441.1m	£1.8m
Highways & Transport	M Furniss	£67.3m	£67.3m	£0.0m
Environment	M Heath/ N Bramhall	£81.4m	£81.4m	(£0.0m)
Infrastructure, Planning & Major Projects	M Furniss	£2.8m	£2.6m	(£0.2m)
Planning Performance & Support	M Furniss	£2.1m	£2.3m	£0.2m
Emergency Management	K Deanus	£0.5m	£0.5m	£0.0m
Environment, Transport & Infrastructure		£154.2m	£154.2m	£0.0m
Surrey Fire and Rescue	K Deanus	£38.7m	£38.8m	£0.1m
Armed Forces and Resilience	K Deanus	£0.1m	£0.1m	(£0.0m)
Communications	T Oliver	£2.1m	£2.1m	(£0.0m)
Communications, Public Affairs and Engagement		£2.2m	£2.2m	(£0.0m)
PPG Leadership	T Oliver	£0.3m	£0.3m	(£0.0m)
Economic Growth	M Furniss	£1.8m	£1.7m	(£0.2m)
Partnerships, Prosperity and Growth		£2.2m	£2.0m	(£0.2m)
Community Partnerships	D Turner-Stewart	£1.9m	£1.8m	(£0.1m)
Customer Services	D Turner-Stewart	£3.0m	£3.1m	£0.1m
Customer Experience	D Turner-Stewart	£0.5m	£0.4m	(£0.0m)
Cultural Services	D Turner-Stewart	£8.3m	£8.9m	£0.5m
Customer and Communities Leadership	D Turner-Stewart	£2.2m	£1.8m	(£0.4m)
Registration and Nationality Services	D Turner-Stewart	-£1.5m	-£1.5m	(£0.0m)
Trading Standards	D Turner-Stewart	£1.9m	£1.8m	(£0.1m)
Health & Safety	D Turner-Stewart	£0.0m	£0.0m	£0.0m
Coroners	K Deanus	£4.5m	£4.6m	£0.0m
Customers and Communities		£20.8m	£20.9m	£0.1m
Land & Property	N Bramhall	£25.1m	£25.7m	£0.5m
Information Technology & Digital	D Lewis	£20.2m	£20.2m	£0.0m
Twelve15	D Lewis	-£1.1m	-£1.3m	(£0.2m)
Finance	D Lewis	£7.7m	£7.5m	(£0.2m)
People & Change	T Oliver	£7.8m	£7.8m	(£0.0m)
Legal Services	D Lewis	£5.9m	£5.9m	(£0.0m)
Joint Orbis	D Lewis	£6.2m	£6.3m	£0.2m
Democratic Services	D Lewis	£3.8m	£3.8m	(£0.0m)
Business Operations	D Lewis	£0.8m	£1.4m	£0.6m
Executive Director Resources (incl Leadership Office)	D Lewis	£3.7m	£3.8m	£0.1m
Corporate Strategy and Policy	D Lewis	£1.2m	£1.1m	(£0.1m)
Transformation and Strategic Commissioning	D Lewis	£1.7m	£1.6m	(£0.1m)
Procurement	D Lewis	£0.2m	£0.2m	£0.0m
Performance Management	D Lewis	£0.2m	£0.2m	£0.0m
Resources		£83.4m	£84.3m	£1.0m
Central Income & Expenditure	D Lewis	£45.4m	£37.4m	(£8.0m)
Directorate position		£1,082.2m	£1,105.5m	£23.3m
Contingency	D Lewis	£20.0m	£0.0m	(£20.0m)
Corporate Funding		-£1,102.2m	-£1,102.2m	£0.0m
Overall		£0.0m	£3.3m	£3.3m

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