

STRATEGY AND RESOURCES COMMITTEE

Thursday 29 September 2022 at 7.30 pm

Place: Council Chamber, Epsom, Town Hall

Link for public online access to this meeting:

<https://attendee.gotowebinar.com/register/6097201420245747470>

Webinar ID: 651-214-587

Telephone (listen-only): 020 3713 5012, Telephone Access code: 352-445-325

The members listed below are summoned to attend the Strategy and Resources Committee meeting, on the day and at the time and place stated, to consider the business set out in this agenda.

Councillor Neil Dallen (Chair)
Councillor Hannah Dalton (Vice-Chair)
Councillor Kate Chinn
Councillor Monica Coleman
Councillor Liz Frost

Councillor David Gulland
Councillor Graham Jones
Councillor Colin Keane
Councillor Eber Kington
Councillor Alan Williamson

Yours sincerely



Interim Chief Executive

For further information, please contact Democratic Services, email: democraticservices@epsom-ewell.gov.uk or tel: 01372 732000

EMERGENCY EVACUATION PROCEDURE

No emergency drill is planned to take place during the meeting. If the fire alarm sounds continuously, or if you are instructed to do so, you must leave the building by the nearest available exit. You will be directed to the nearest exit by council staff. It is vital that you follow their instructions.

- You should proceed calmly; do not run and do not use the lifts;
- Do not stop to collect personal belongings;
- Once you are outside, please do not wait immediately next to the building, but move to the assembly point at Dullshot Green and await further instructions; and
- Do not re-enter the building until told that it is safe to do so.

Public information

Please note that this meeting will be held at the Town Hall, Epsom and will be available to observe live on the internet

This meeting will be open to the press and public to attend as an observer using free GoToWebinar software, or by telephone.

A link to the online address for this meeting is provided on the first page of this agenda and on the Council's website. A telephone connection number is also provided on the front page of this agenda as a way to observe the meeting, and will relay the full audio from the meeting as an alternative to online connection. A limited number of seats will also be available in the public gallery at the Town Hall. For further information please contact Democratic Services, email: democraticservices@epsom-ewell.gov.uk, telephone: 01372 732000.

Information about the terms of reference and membership of this Committee are available on the [Council's website](#). The website also provides copies of agendas, reports and minutes.

Agendas, reports and minutes for this Committee are also available on the free Modern.Gov app for iPad, Android and Windows devices. For further information on how to access information regarding this Committee, please email us at Democraticservices@epsom-ewell.gov.uk.

Exclusion of the Press and the Public

There are no matters scheduled to be discussed at this meeting that would appear to disclose confidential or exempt information under the provisions Schedule 12A of the Local Government (Access to Information) Act 1985. Should any such matters arise during the course of discussion of the below items or should the Chairman agree to discuss any other such matters on the grounds of urgency, the Committee will wish to resolve to exclude the press and public by virtue of the private nature of the business to be transacted.

Questions from the Public

Questions from the public are permitted at meetings of this Committee. Any person wishing to ask a question at a meeting of this Committee must register to do so, as set out below.

Up to 30 minutes will be set aside for written or oral questions from any member of the public who lives, works, attends an educational establishment or owns or leases land in the Borough on matters within the Terms of Reference of the Strategy and Resources Committee which may not include matters listed on a Committee Agenda.

All questions whether written or oral must consist of one question only, they cannot consist of multi parts or of a statement.

The question or topic may not relate to a specific planning application or decision under the Planning Acts, a specific application for a licence or permit of any kind, the personal affairs of an individual, or a matter which is exempt from disclosure or confidential under the Local Government Act 1972. Questions which in the view of the Chairman are vexatious or frivolous will not be accepted.

To register to ask a question at a meeting of this Committee, please contact Democratic Services, email: democraticservices@epsom-ewell.gov.uk, telephone: 01372 732000.

Written questions must be received by Democratic Services by noon on the tenth working day before the day of the meeting. For this meeting this is **Noon, 14 September 2022**

Registration for oral questions is open until noon on the second working day before the day of the meeting. For this meeting this is **Noon, 27 September 2022**

AGENDA

1. QUESTION TIME

To take any questions from members of the Public.

2. DECLARATIONS OF INTEREST

Members are asked to declare the existence and nature of any Disclosable Pecuniary Interests in respect of any item of business to be considered at the meeting.

3. MINUTES OF PREVIOUS MEETING (Pages 5 - 30)

The Committee is asked to confirm as a true record the Minutes of the Meetings of the Committee held on 29 March 2022, 4 July 2022 and 26 July 2022 (attached) and Restricted Minutes of the meetings of the Committee on 29 March 2022 and 26 July 2022 (attached) and to authorise the Chair to sign them.

4. COMMUNITY & WELLBEING CENTRE BOILER REPLACEMENT CAPITAL PROJECT (Pages 31 - 34)

This report requests authorisation to increase the budget for the Community & Wellbeing Centre boilers replacement project.

5. BUSINESS IMPROVEMENT DISTRICT (BID) BUSINESS PLAN AND BALLOT (Pages 35 - 54)

The Epsom Business Improvement District (BID) was established in 2017 and has had its initial 5-year term. For the BID to continue its mandate must be renewed and it is envisaged that the formal ballot required will take place this autumn.

The BID Steering Group have produced a Business Plan that defines the proposed scope and purpose of the BID. This document will inform the choice that businesses will have to make when determining whether or not they support the BID.

As a business within the BID boundary, the Borough Council will need to determine whether or not to support the BID as it will be eligible to vote in the ballot. This report recommends that the Council votes "Yes" in the ballot. The Borough Council also has another specific role as the Billing Authority and as-such it can veto BID proposals. This report recommends that the Council does not exercise this veto.

6. IT STRATEGY REVIEW (Pages 55 - 70)

This report provides details of the IT strategic plan and its accompanying programme of digital transformation, to improve end user experience for Residents/Members/Officers, simplify the infrastructure/applications and increase digital skills of all users. The strategy will provide Members/Officers with improved ways of working, that increases collaboration and reduces the requirement for physical servers located at Council premises. This report outlines the funding required to enable Committee to decide on whether it wishes to follow the strategic direction and progress the priority recommendations made in the strategy review.

7. APPOINTMENT OF MEMBERS AND CHAIRMAN OF THE SHAREHOLDER SUB-COMMITTEE (Pages 71 - 76)

To agree the appointment of Members and a Chair to the Shareholder Sub Committee for the 2022-23 Municipal Year.

8. HORTON CEMETERY (Pages 77 - 116)

This report considers a formal request from a local charity for the Council to exercise its compulsory purchase powers to acquire Horton Cemetery.

9. EXCLUSION OF PRESS AND PUBLIC (Pages 117 - 118)

The Committee is asked to consider whether it wishes to pass a resolution to exclude the Press and Public from the meeting in accordance with Section 100A (4) of the Local Government Act 1972 on the grounds that the business involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Act (as amended) and that pursuant to paragraph 10 of Part 2 of the said Schedule 12A the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

10. HORTON CHAPEL (Pages 119 - 128)

This report has not been published because the meeting is likely to be closed to the press and public in view of the nature of the business to be transacted/nature of the proceedings. The report deals with information relating to the financial or business affairs of the Committee and third parties and the public interest in maintaining the exemption currently outweighs the public interest in disclosing the information.