

**Minutes of the Meeting of the STRATEGY AND RESOURCES COMMITTEE held on
28 January 2021**

PRESENT -

Councillor Eber Kington (Chairman); Councillor Clive Smitheram (present for items - 61-69 only) (Vice-Chairman); Councillors Arthur Abdulin (present for Items 63-69 only), Steve Bridger, Kate Chinn, Nigel Collin, Hannah Dalton, David Gulland, Colin Keane and Barry Nash

In Attendance: Councillor Neil Dallen

Officers present: Kathryn Beldon (Chief Executive), Damian Roberts (Chief Operating Officer), Amardip Healy (Chief Legal Officer), Rod Brown (Head of Housing and Community), Ian Dyer (Head of Operational Services), Shona Mason (Head of Human Resources and Organisational Development), Mark Shephard (Head of Property and Regeneration), Brendan Bradley (Chief Accountant), Richard Chevalier (Parking Manager), Sarah Keeble (Democratic Services Officer) and Tim Richardson (Committee Administrator)

59 QUESTION TIME

No questions had been submitted or were asked by members of the public.

60 DECLARATIONS OF INTEREST

No declarations were made in items on the Agenda.

61 BOURNE HALL PARKING CHARGES FOR COMMUNITY VACCINATION SCHEME UPDATE

In December 2020 the Committee agreed to delegate authority to the Head of Operational Services to implement a parking permit scheme for up to a maximum of 10 staff and volunteers in delivering the vaccination programme. A request has since been made for additional spaces.

The Committee received a verbal introduction from the Head of Operational Services.

The following matters were raised by the Committee:

- a) Parking spaces:** Members spoke about the number of requested parking spaces. It was noted that when the Borough begins the process of coming

out of lockdown, the Council would look at reducing the number of parking permits from the proposed 40 as and when necessary.

- b) Future arrangements:** Members noted the request from Surrey County Council to use Bourne Hall for some aspects of Covid-19 testing, and spoke about the increase in traffic-flow that may come as a result of this. Officers noted that they had spoken with representatives from both the proposed testing-centre and Fitzsnell Surgery to discuss parking arrangements, and that they felt able to facilitate both parties during lockdown.

Following consideration, it was resolved unanimously that the Committee:

- (1) Agreed to delegate to the Head of Operational Services to implement a parking permit scheme at Bourne Hall Car Park for Fitzsnells Manor Surgery, as set out in paragraph 2.6 of this report.**

62 EPSOM & EWELL BOROUGH COUNCIL PAY POLICY STATEMENT

The Committee received a report introducing the draft Epsom & Ewell Borough Council Pay Policy Statement for 2021/2022 which seeks approval of the statement, prior to its presentation to full Council and subsequent publication on the Council website.

The Committee received a verbal introduction from the Head of Corporate Governance.

Following consideration, it was resolved unanimously that the Committee:

- (1) Approved the draft Pay Policy Statement for 2021/2022;**
(2) Agreed to refer the draft Pay Policy Statement 2021/2022 to Council for approval.

63 YOUTH HUB INITIATIVE

To request grant funding from DWP's Flexible Support Fund to set up a Youth Hub in the Borough, with delivery partners, and to match fund the bid with the offer of a location for the Youth Hub.

The Committee received a verbal introduction from the Head of Housing.

The following matters were raised by the Committee:

- a) Location:** Members noted the importance of a location that is well-served by transport links, and not costly to commute to. Officers noted that they would be looking for continuous innovation within the project, and will look to have discussions with representatives for alternative locations for future schemes. Officers also highlighted that a number of potential users may

be unable to travel, so an element of outreach would be looked into so they can still be provided a service.

Councillor Barry Nash proposed an amendment to Recommendation 1, which was seconded by Councillor David Gulland. This amendment was to read:

Agreed that the Head of Housing and Community, in consultation with the Chairman of Strategy and Resources Committee, the Chairman of the Community and Wellbeing Community, the Chief Finance Officer, Chief Operating Officer and the Head of Property and Regeneration, submits an application to the Department for Work and Pensions to fund the establishment of a Youth Hub;

From:

Agreed that the Head of Housing and Community, in consultation with the Chairman of Strategy and Resources Committee, the Chief Finance Officer, Chief Operating Officer and the Head of Property and Regeneration, submits an application to the Department for Work and Pensions to fund the establishment of a Youth Hub;

The Committee agreed the amendment unanimously.

Following consideration, it was resolved unanimously that the Committee:

- (1) **Agreed that the Head of Housing and Community, in consultation with the Chairman of Strategy and Resources Committee, the Chairman of the Community and Wellbeing Community, the Chief Finance Officer, Chief Operating Officer and the Head of Property and Regeneration, submits an application to the Department for Work and Pensions to fund the establishment of a Youth Hub;**
- (2) **Agreed that the Council enters into an arrangement with delivery partners to deliver this initiative.**

64 PLANNED MAINTENANCE PROGRAMME 2021-22

The Committee received a report providing an update on the approved 2020-2021 planned maintenance programme and requesting approval for the planned maintenance programme for the next financial year 2021-2022.

The Committee received a verbal introduction from the Head of Property and Regeneration.

The following matters were raised by the Committee:

- a) **Expenditure:** Following a question from Members, the Officer clarified that the items and expenditures listed in Appendix 2 of the report were estimations based on past expenditures of what would be spent in an average year.

- b) **Estimations:** Members noted the two variants in budget estimations. The Officer noted that the 150% over-budget came as a result of additional items that were added in. Members commended the Head of Property and Regeneration for coming in under-budget.

Following consideration, it was resolved unanimously that the Committee:

- (1) **Agreed to note the progress and anticipated spend at the end of the current year 2020/21;**
- (2) **Agreed to transfer the £68,000 projected underspend on 2020/21's programme back to the Planned Maintenance Reserve for use in 2021/22;**
- (3) **Approved the 2021/22 planned maintenance programme at an estimated cost of £315,000 as set out in Appendix 2;**
- (4) **Agreed to delegate authority to the Head of Property and Regeneration to make changes within the 2021/22 planned maintenance programme to cover unforeseen matters (such as tender price variances) of up to, but not exceeding £20,000; subject to the Council's financial and contract requirements.**

65 CAPITAL PROGRAMME 2021/22

The Committee received a report summarising the proposed 2021/22 capital programme. The Committee's approval is sought for the programme to be submitted to Council in February 2021.

The following matters were raised by the Committee:

- a) **Outcome:** Following a question from a Member, the Officer clarified that they would be purchasing a package designed to fit with the software that Revenues and Benefits already have.

Following consideration, it was resolved with 7 Members voting for, 2 abstentions, and the Chairman not voting that the Committee:

- (1) **Agreed to submit the capital programme for 2021/22 as identified in section 4 of this report to the Council for approval on 16 February 2021.**

66 2021/22 REVENUE BUDGET AND FEES & CHARGES

The Committee received a report setting out estimates for income and expenditure on services in 2021/22.

The Committee received a verbal introduction from the Chief Accountant.

The following matters were raised by the Committee:

- a) **Homelessness:** Following a question from a Member, the Officer noted that as a result of the Coronavirus Pandemic, homelessness cases in the

Borough have increased. It was noted that the Council holds a reserve to help manage homelessness, and that the Flexible Housing Support Grant is the most appropriate funding source for increased housing services.

A Member of the Committee requested that Recommendation 2 to be taken separately.

Following consideration, it was resolved unanimously that the Committee:

- (1) **Agreed to recommend the 2021/22 service estimates for approval at the budget meeting of Full Council in February 2021;**
- (2) **Agreed to support that any remaining budget gap for 2021/22 - after factoring in those savings agreed at recommendation 2 and savings agreed at other Policy Committees – should be funded from the Corporate Projects Reserve and Flexible Housing Support Grant, as set-out in section 3;**
- (3) **Agreed to recommend the 2021/22 fees and charges, as set-out in Appendix 1, for approval at the budget meeting of Full Council in February 2021.**

Following consideration, it was resolved with 6 Members voting for, 1 Member voting against, 1 abstention and the Chairman not voting that:

- (4) **Agreed to confirm the savings options set-out in section 6 for inclusion in the 2021/22 and 2022/23 budget estimates, to mitigate the council's projected budget gap;**

67 MINUTES OF PREVIOUS MEETING

The Minutes of the previous Meeting of the Committee held on 17 November 2020 and the Restricted Minutes of the Special Meeting held on 22 December 2020 and the Minutes of the Special Meeting held on 22 December 2020 were agreed as a true record and the Committee authorised the Chairman to sign them.

68 EXCLUSION OF PRESS AND PUBLIC

Under Section 100(A)(4) of the Local Government Act 1972, the Committee passed a resolution to exclude the public from the meeting for Part Two of the Agenda on the grounds that the business involved 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 outweighed the public interest in disclosing the information.

69 COMMERCIAL TENANTS UPDATE

The decision for this item is recorded in a separate (not for publication) restricted Decision Notice.

The meeting began at 7.00 pm and ended at 8.35 pm

COUNCILLOR EBER KINGTON (CHAIRMAN)