

**Minutes of a Meeting of the Executive
held at Surrey Heath House on 1
December 2015**

+ Cllr Moira Gibson (Chairman)

+ Cllr Richard Brooks	+ Cllr Craig Fennell
+ Cllr Mrs Vivienne Chapman	+ Cllr Josephine Hawkins
+ Cllr Colin Dougan	+ Cllr Charlotte Morley

+ Present

In Attendance: Cllr Rodney Bates and Cllr Chris Pitt

46/E Minutes

The minutes of the meeting held on 10 November 2015 were confirmed and signed by the Chairman.

47/E Community Infrastructure Levy

The Executive was reminded that the Community Infrastructure Levy (CIL) was a new way in which local authorities could raise funds towards infrastructure from developments in their area. In the majority of cases this would replace the existing system of using planning obligations known as Section 106 agreements.

The Council was required to pass a proportion of CIL receipts to Parish Councils. The proportion of CIL receipts was 15%, capped at £100 per existing council tax property per year, or 25% uncapped where there was a Neighbourhood Plan in place. It was noted that at that time no Neighbourhood Plans had been adopted.

In June 2015 the Executive had agreed that, in line with the parished areas, 15% of CIL collected would be available to spend for non-parished areas; Ward Councillors for these areas would be asked to submit suggestions for projects in their area to be funded by CIL. A CIL Governance Panel comprising the Leader, Finance Portfolio Holder, Chief Executive and Executive Head of Finance would consider these suggestions and report back to the Executive.

As the Council had begun to receive these funds it was required to decide how to use them, pay the relevant allocations to Parish Councils, and publish its CIL income and expenditure.

The CIL income received between April and September 2015 was noted. In addition, £188,000 had been collected since October. Members were informed that 28 payments were outstanding in relation to developments in 12 wards.

RESOLVED

- (i) to note the Community Infrastructure Levy (CIL) monies received;**

- (ii) to note that the 15% of CIL funds from parished areas received for the reporting period between 1 April and 30 September 2015 has been transferred to those Parish Councils where development has occurred, as required by the legislation;
- (iii) that Ward Councillors for the non-parished areas be asked to submit ideas for projects within their wards following discussion with their communities and that these be reported to the Executive in due course;
- (iv) that the remaining CIL contributions held by the Council be retained for spending to support the Council's Key Priorities; and
- (v) to note that the report of levy income and expenditure, as set out in Annex 1 to the agenda report, will be published on 31 December 2015.

48/E Family Support Service Level Agreement

The Executive was reminded that the Family Support Service was a nationwide service funded by the Department of Communities and Local Government in response to the Government's Troubled Families initiative. A joint Runnymede and Surrey Heath Team had been established for two years and, along with the rest of Surrey, had moved into delivering the second phase of the initiative.

Minor changes to the Service Level Agreement (SLA) with Runnymede BC were required as a result of moving to Phase 2 of the initiative. It was reported that the SLA was largely the same as the one in place between 2013 and 2015; the main revision to the SLA ensured that any redundancies would be divided equally across the two boroughs.

The Executive agreed that a further report would be brought a meeting in 2016 which provided information on the longer term performance and outcomes of the work undertaken by the team.

RESOLVED that the Executive Head of Regulatory, in consultation with the Portfolio Holder for Regulatory, be authorised to enter into an amended Service Level Agreement with Runnymede Borough Council to take account of potential future liabilities and changes that may arise in the service.

49/E 2015/16 Mid-Year Performance Report

The Executive considered a report on the Council's performance against its key priorities, service milestones and performance indicators between April and September 2015.

Members recognised that the number of milestones and performance indicators currently being reported was high and the information to be reported in the

2016/17 Annual Plan would be reviewed to ensure the milestones and performance indicators were appropriate.

RESOLVED to note the 2015/16 Mid-Year Performance Report.

50/E Function and Performance of the Development Management Team

The Executive noted the report that had been presented to the Planning Applications Committee at its meeting on 13 October 2015 regarding the function and performance of the Development Management service for the period between April 2014 and September 2015.

RESOLVED to note the report to the Planning Applications Committee on the Function and Performance of the Development Management Team.

Chairman