

**Minutes of a Meeting of the Executive
held at Surrey Heath House on 22
March 2016**

+ Cllr Moira Gibson (Chairman)

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

- + Present
- Apologies for absence presented

In Attendance: Cllr Rodney Bates and Cllr Pat Tedder

76/E Minutes

The minutes of the meeting held on 1st March 2016 were confirmed and signed by the Chairman.

77/E Community Fund Grant Applications

The Council's Community Fund Grant Scheme provided grants of up to £25,000 to assist local 'not for profit organisations' with the delivery of community projects. The Executive considered applications for grants which had been submitted by 31 December 2015.

Resolved that

- (i) **the following grants be awarded from the Council's
Community Fund Grant Scheme:**

Applicant	Project	Grant Award
(a) Bisley Village Hall	To fit a new kitchen floor and kitchen.	£15,540
(b) Camberley Rugby Football Club	To extend the existing club house to add additional changing room facilities for ladies and girls teams.	£10,000
(c) Chobham Burymead Football Club	To replace the windows on the east side of the building adding anti vandal screens for security, plus the security doors with crash bars to comply with new fire regulations, to replace the existing moveable goals and the line marker.	£3,597.60
(d) Frimley	To replace the existing boiler that is	££6,201

	Cricket Club	almost 40 years old and to provide a new fence to deter vandalism on the pavilion roof.	
(e)	Surrey SATRO	To provide new tools for the mobile construction classroom.	£500
(f)	Woking Hospice	To provide the fixed equipment required for a new in-patient bedroom that will benefit the local community with a life limiting illness.	£10,000

(i) the following applications be refused:

	Applicant	Project	Reason
(a)	British Red Cross	To contribute towards the Camberley theatre costs associated with hosting the Red Cross 'Make your Move' event on the 25th June 2016.	Declined on the basis of the reserve levels.
(b)	Crossroads Care Surrey	To undertake bespoke dementia training of the 70 carer support staff that operate within Surrey Heath.	Declined on the basis of the reserve levels.
(c)	R-U-Able	To provide free, sports specific taster sessions in swimming, boccia and cycling and to develop the marketing and website.	Declined as the applicant had not supplied sufficient information to verify the project costs.

78/E Response to the Technical Consultation on the Implementation of Planning Changes

The Executive considered a response to the Government's consultation on the Technical consultation on the implementation of planning changes.

The consultation covers a number of aspects of the reforms contained in the Housing and Planning Bill which was currently progressing through the Parliamentary process. These changes are intended to support housing delivery. Those themes addressed within the consultation of particular significance were the introduction of Permission in Principle, introduction of Brownfield Registers, speeding up of neighbourhood planning, government intervention in Local Plans, introduction of Fast Track planning applications and testing competition in the processing of planning applications.

It was noted that the suggested changes would have implications for fee income for planning applications. It was not clear what proportion of fees the Council would receive for planning applications processed by the private sector. It was not evident that this would result in any reduction in costs or the current levels of staff required. Changes would result in increased costs and time required for the Local Plan process including examinations. The impact of these proposals would be felt within 2016/17 as the government was clear that it wished to progress these changes quickly.

Resolved to agree the response set out at Annex 1 of the agenda report as the Council's formal response to the DCLG consultation on the Technical consultation on the implementation of planning changes.

79/E Fixed Penalty Notice Policy

The Executive considered a revised and updated Fixed Penalty Notice Enforcement Policy which reflected changes in legislation and set out the Council's commitment to take enforcement action against environmental crime perpetrators.

Two significant changes to the current regime were proposed. The first related to the abolition of the early repayment option for the offences of Failing to Produce Waste Documents and Failure to Produce Waste Carriers Licence. Fixed Penalty Notices (FPNs) for both these offences were £300, currently reduced to £180 if paid within 10 days. It was hoped that the withdrawal of an early payment discount would encourage businesses to be properly licensed and to dispose of their waste correctly, rather than risk a fine.

Currently, although the law allowed for FPNs to be issued to anyone over the age of 10, the Council did not issue FPNs to anyone under the age of 18. The second significant change related to the introduction of a flexible policy which allowed officers, at their discretion, to issue FPNs to juveniles between the ages of 10 and 17.

In this connection, Members asked for the details of the research which indicated that juveniles were responsible for increased littering during the schools holidays. The Portfolio Holder undertook to provide the evidence outside the meeting.

Resolved that the revised Fixed Penalty Notice Policy, as set out at Annex A of the agenda report, be approved.

80/E Corporate Peer Challenge Review

In December 2015 the Council had undergone a review of the Corporate Peer Challenge that had taken place in October 2014. There had been 15 recommendations in the report which had formed the focus of the review visit in December 2015. The outcome of the review had been very positive and demonstrated the progress the Peer Review Team felt the Council had made against their recommendations.

Resolved to note the report on the Corporate Peer Challenge Review and to agree its publication on the Council's website.

81/E Camberley International Festival

It was reported that it was proposed to deliver a ten day celebration of culture and the arts across Camberley Town Centre starting in June 2016, with a view to making it an annual event if successful.

The Camberley International Festival aimed to add to the arts, culture and events currently on offer in Camberley and to further enhance Camberley's image as a highly desirable place to live, work and visit. The festival would open with internationally renowned folk act Lau on 1st June and close with the Queen's 90th birthday picnic event on the London Road Recreation Ground on 11th June.

As 2016 was Camberley Theatre's 50th Anniversary year, this presented the perfect opportunity for launching the Festival, initially as part of the anniversary celebrations and then overseeing its continued growth and development as part of the anniversary celebration's legacy. BAFTA Award winning actor Juliet Aubrey had agreed to be a patron of the festival.

Resolved to note the proposals for the Camberley International Festival.

82/E Quarterly Financial Report

Members received the third quarter monitoring report against the 2015/16 approved budget, which provided an update on the Revenue, Treasury and Capital budget position as at 31st December 2015.

Overall despite a number of over and underspends the Council was predicted to be £14k under budget which was just over 0.1% of the overall net revenue budget. This was after meeting the annual savings target of £250k and represented a remarkable achievement in the current environment given the pressures local government was under.

Resolved to note the Revenue, Treasury and Capital position as at 31 December 2015.

83/E Pay Award 2016/17

The Executive was advised that it was proposed that a 1% cost of living rise for 2016/17 be awarded to staff and back dated to the 1st April 2016. The costs would be funded from existing budgets.

A number of points had been considered when deciding the level of this cost of living rise which included what other councils in the surrounding area were paying, the National award of 1%, and the objective of ensuring the Council remained an employer of choice and continued to provide excellent service to the community.

Recommended to Full Council a 1% pay award for 2016/17, to be met from the existing salaries budgets.

(Note: In relation to the above item, the following interests were declared and the Members were not present for its consideration:

- (a) Councillor Rodney Bates, for the record, as an employee of a neighbouring local authority; and
- (b) Councillor Richard Brooks, a Disclosable Pecuniary Interest, as his wife was employed by the Council.

84/E Surrey County Council Verges, Roundabouts and Highway Weedspraying

The opportunity existed for Council to take on highways grass cutting and weed spraying in the Borough on behalf of Surrey County Council, effectively bringing the majority of grass cutting in the Borough under one contract. Highway weed spraying was currently carried out on behalf of the County Council by this Council under an existing arrangement, which would cease from 2016. A tendering process had been carried out by the County Council to include potential operators on a Framework Agreement.

The County Council had offered sufficient funding to engage a known operator, along with a percentage uplift (20%) for this Council's costs. The contract would be for 5 years, with a 12 month termination period for either party. A business case demonstrated that these contracts could be delivered at no financial cost to this Council with the opportunity to earn income through sponsorship of roundabouts. In addition the proposal could deliver a number of other non-financial benefits.

The situation would be reviewed after twelve months and then annually thereafter.

If the Council was to take on this contract, the Council would then be responsible for the vast majority of grass cutting in the Borough. It would allow for a truly joined up approach, provide for anomalies and inefficiencies to be ironed out and for a targeted approach to high profile or problem areas to be undertaken. Any surplus funding would be used to increase the cutting regime in certain areas, or to enhance areas through bedding schemes, hanging baskets or other soft management and landscaping methods.

Resolved

- (i) **to authorise the Executive Head of Business to enter into contractual arrangements with Surrey County Council for verge cutting and weed spraying;**
- (ii) **to agree that further work on roundabout sponsorship continues and that all net surplus be used to improve the cutting service provided and enhance the overall appearance of the Borough; and**
- (iii) **that these arrangements be monitored annually.**

85/E Exclusion of Press and Public

In accordance with Section 100(A)(4) of the Local Government Act 1972, the press and public were excluded from the meeting for the following items of business on the ground that they involved the likely disclosure of exempt information as defined in the paragraphs of Part 1 of Schedule 12A of the Act as set out below:

Minute	Paragraph(s)
85/E	3

86/E Review of Exempt Items

The Executive reviewed the report which had been considered at the meeting following the exclusion of members of the press and public, as it involved the likely disclosure of exempt information.

RESOLVED that financial information in the report at agenda item 13 to remain exempt but the decision and Minute 84/E to be made public.

Chairman