

## SURREY HEATH BOROUGH COUNCIL

Surrey Heath House  
Knoll Road  
Camberley  
Surrey  
GU15 3HD

Tuesday, 6 October 2015

To: The Members of the Surrey Heath Borough Council

Dear Councillor,

You are hereby summoned to attend a meeting of Surrey Heath Borough Council to be held in the Council Chamber, Surrey Heath House on Wednesday, 14 October 2015 at 7.00 pm. The business which it is proposed to transact at the meeting is set out below.

**Please note that this meeting will be recorded.**

Yours sincerely

Karen Whelan

Chief Executive

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**1. Apologies for Absence**

To report apologies for absence.

**2. Minutes**

To approve as a correct record, the minutes of the meeting of the Council, and the Extraordinary meeting of the Council, held on 23 July 2015.

**3. Presentation by the Police and Crime Commissioner**

To receive a presentation from the Police and Crime Commissioner, Kevin Hurley.

**4. Mayor's Announcements**

**5. Leader's Announcements**

**6. Declarations of Interest**

Members are invited to declare any Disclosable Pecuniary Interests and non-pecuniary interests they may have with respect to matters which are to be considered at this meeting.

**7. Questions from Members of the Public**

To answer questions, if any, received under Council Procedure Rule 10 (Paragraph 3 of the Public Speaking Procedure Rules).

**8. Questions from Councillors**

To deal with questions, if any, received under Council Procedure Rule 11.

**9. Executive, Committees and Other Bodies**

To receive the open minutes of the following bodies (minutes reproduced in the attached Minute Book), to answer questions (if any) in accordance with Council Procedure Rule 11.5 and to consider the recommendations as set out below:

- (a) Executive – 28 July, 8 September and 29 September 2015.

**20/E Review of the Corporate Capital Programme 2014/15 and Report Capital Prudential Indicators for 2014/15**

**RECOMMENDED that**

- (i) the carry forward budget provision of £11.147 million from 2014/15 into 2015/16 be approved;

- (ii) the revised 2015/16 Capital Programme of £21.272 million be noted; and

- (iii) the final capital prudential indicators for 2014/15 be noted.

- (b) Planning Applications Committee – 20 July 2015, 19 August 2015 and 14 September 2015.

- (c) Performance and Finance Scrutiny Committee - 29 July 2015 and 30 September 2015 (to be laid on the table)

- (d) Licensing Committee – 9 September 2015

- (e) External Partnerships Select Committee – 15 September 2015

- (f) Joint Staff Consultative Group – 22 September 2015

**10. Portfolio Holder's Question Time (Pages 5 - 6)**

Councillor Mrs Vivienne Chapman, the Portfolio Holder for Community to

answer questions on issues relating to her areas of responsibility (Areas of Responsibility of the Community Portfolio Holder are attached).

**11. Exclusion of Press and Public**

The Mayor to move “That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the consideration of the business set out in items 12 and 13 below on the ground that they involve the likely disclosure of exempt information as defined in paragraphs 3 of Part 1 of Schedule 12A of the Act.”

**12. Council, Executive and Committees - Exempt (Pages 7 - 8)**

To receive the exempt minutes of the following bodies (minutes reproduced in the Council Minute Book), to answer questions (if any) in accordance with Council Procedure Rule 11.5 and to consider any recommendations.

(a) Executive – 8 September and 29 September 2015

**13. Review of Exempt Items**

To review those items or parts thereof which can be released as information available to the public.

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## **EXECUTIVE PORTFOLIO – COMMUNITY PORTFOLIO**

All the members of the Executive have collective responsibility for decisions taken by the Executive under its terms of reference and for decisions taken by officers in accordance with the Scheme of Delegation as it relates to the functions of the Executive. The responsibilities of the portfolio holders are set out Part 3 Section D of the Constitution.

The role of a Portfolio Holder is to

- (a) to be accountable for those services within the portfolio areas of responsibility, taking the lead publicly in relation to the Executive's activities in those areas, both inside and outside the Council;
- (b) to take the lead on discussions at Executive meetings for those matters falling within the portfolio responsibilities;
- (c) to present any Executive recommendations on matters falling within the portfolio responsibilities to Council; and
- (d) to respond to issues raised by the scrutiny committees relating to the portfolio responsibilities.

The areas of responsibility currently identified for the Community Portfolio are:

- Community Services
- Emergency Planning and Business Continuity
- Environmental Health
- Health and Safety
- Health and Wellbeing
- Licensing
- Recycling and Refuse
- Street Cleansing
- Traveller Sites

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