

SURREY HEATH BOROUGH COUNCIL

Surrey Heath House
Knoll Road
Camberley
Surrey
GU15 3HD

Tuesday, 16 August 2016

To: The Members of the Surrey Heath Borough Council

Dear Councillor,

You are hereby summoned to attend an Extraordinary meeting of Surrey Heath Borough Council to be held in the Council Chamber, Surrey Heath House on Wednesday, 24 August 2016 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

1. **Apologies for Absence**

To report apologies for absence.

2. **Minutes** (Pages 3 - 8)

To approve as a correct record, the minutes of the meeting of the Council held on 27 July 2016.

3. **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.

4. **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 5, 6 and 7 below on the ground that they involve the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Act."

5. Property Acquisitions

Report to follow.

6. Urgent Action

To note Urgent Action which has been undertaken by officers, details of which will be tabled at the meeting.

7. Review of Exempt Items

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

**MINUTES OF A MEETING OF SURREY
HEATH BOROUGH COUNCIL held at
Surrey Heath House, Camberley on
27 July 2016**

+ Cllr John Winterton (Mayor)
+ Cllr Valerie White (Deputy Mayor)

+ Cllr Dan Adams	+ Cllr Oliver Lewis
+ Cllr David Allen	+ Cllr Jonathan Lytle
+ Cllr Rodney Bates	+ Cllr Katia Malcaus Cooper
+ Cllr Richard Brooks	+ Cllr Bruce Mansell
+ Cllr Nick Chambers	+ Cllr David Mansfield
- Cllr Bill Chapman	+ Cllr Alan McClafferty
- Cllr Mrs Vivienne Chapman	+ Cllr Charlotte Morley
+ Cllr Ian Cullen	+ Cllr Max Nelson
+ Cllr Paul Deach	+ Cllr Adrian Page
+ Cllr Colin Dougan	+ Cllr Robin Perry
+ Cllr Craig Fennell	+ Cllr Chris Pitt
+ Cllr Surinder Gandhum	+ Cllr Joanne Potter
+ Cllr Moira Gibson	- Cllr Nic Price
- Cllr Edward Hawkins	+ Cllr Wynne Price
+ Cllr Josephine Hawkins	+ Cllr Darryl Ratiram
+ Cllr Ruth Hutchinson	+ Cllr Ian Sams
+ Cllr Paul Ilnicki	Cllr Conrad Sturt
- Cllr Rebecca Jennings-Evans	+ Cllr Pat Tedder
+ Cllr David Lewis	+ Cllr Victoria Wheeler

+ Present

- Apologies for absence presented

15/C Apologies for Absence

Apologies for absence were submitted on behalf of Councillors Bill Chapman, Mrs Vivienne Chapman, Edward Hawkins, Rebecca Jennings-Evans and Nic Price.

16/C Minutes

It was moved by the Mayor, seconded by the Deputy Mayor, and

RESOLVED that the minutes of the Annual meeting of the Council held on 18 May 2016 be approved as a correct record.

17/C Mayor's Announcements

The Mayor told the Council that his Mayoral Year had commenced with his attendance at 3 Beating the Retreat events. He had also attended a number of other events across the Borough which included the Raising the Flag ceremony for Armed Forces week, commemoration of the Battle of the Somme, two 100th birthday parties, a 90th birthday party and a platinum wedding anniversary.

The Mayor made long service presentations to Joyce Westcott and Les Hone. Joyce had been a Cub Scout leader with 1st Bisley Scout Group for 40 years and Les had given 34 years' service with the Scout Group and had now decided to retire. The Mayor paid tribute to their work with the Scout Group and thanked them for the years of dedicated service. He also wished them both all the best for the future.

The Mayor presented a certificate to Joyce and Jean Cook accepted the certificate on behalf of Les who was unable to attend the meeting.

A presentation was also made to Joyce on behalf of the Surrey Scouts and the Chief Scout, Bear Grylls.

18/C Leader's Announcements

The Leader informed the Council that she had been elected Chairman of the Surrey Leaders' Group for the current year. The Group had discussed a number of current issues which included urging the government to allow local authorities to retain 5% of business rates in exchange for delivering growth and services.

The Local Government Association had considered the situation following the Brexit vote. The message emerging was that this was an opportunity for local government to deliver economic growth and to become more entrepreneurial.

The Local Enterprise Partnership also felt that Brexit provide a huge opportunity for local government. As regards devolution the LEP considered that a clear message was required from government on what was likely to be devolved down.

The Leader referred to the Business Management Game which had involved the Wider Management Team working through a number of challenges within strict deadlines. A number of lessons had been learnt. The Mayor presented trophies to representatives of the winning team and the runners up.

19/C Executive, Committees and Other Bodies

- (a) Executive – 19 April, 7 June and 12 July 2016

It was moved by Councillor Moira Gibson, seconded by Councillor Charlotte Morley, and

Resolved that the minutes of the meetings of the Executive held on 19 April, 7 June and 12 July be received and the recommendation therein be adopted as set out below:

- (i) the carry forward budget provision of £1.161 million from 2015/16 into 2016/17 be approved;**
- (ii) the revised 2016/17 Capital Programme of £2.706 million be noted; and**

(iii) the final capital prudential indicators for 2016/17 be noted.

- (b) Planning Applications Committee – 12 May, 30 June and 21 July 2016

It was moved by Councillor David Mansfield, seconded by Councillor Robin Perry, and

Resolved that the minutes of the meetings of the Planning Applications Committee held on 12 May, 30 June and 21 July 2016 be received.

- (c) External Partnerships Select Committee – 28 June 2016

It was moved by Councillor Paul Deach, seconded by Councillor Robin Perry and

Resolved that the minutes of the meeting of the External Partnerships Select Committee held on 28 June 2016 be received.

- (d) Licensing Committee – 29 June 2016

It was moved by Councillor Ian Sams, seconded by Councillor Joanne Potter and

Resolved that the minutes of the meeting of the Licensing Committee held on 29 June 2016 be received.

- (e) Performance and Finance Scrutiny Committee – 6 July 2016

It was moved by Councillor Alan MacClafferty, seconded by Councillor Jonathon Lytle, and

Resolved that the minutes of the meeting of the Performance and Finance Scrutiny Committee held on 6 July 2016 be received.

- (f) Joint Staff Consultative Group – 14 July 2016

It was moved by Councillor Josephine Hawkins, seconded by Councillor Robin Perry and

Resolved that the notes of the meeting of the Joint Staff Consultative Group held on 14 July 2016 be noted.

20/C Portfolio Holder's Question Time

No questions were asked of Councillor Colin Dougan, the Transformation Portfolio Holder.

21/C Urgent Action

In accordance with the Scheme of Delegation of Functions to Officers, the Council noted the action taken by the Chief Executive, after consultation with the Mayor and the Leader, in relation to the implementation of a cloud based software solution for Building Control, Environmental Health, Licensing, Regulatory Services and Grant software.

22/C 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 item of business on the ground that it involved the likely disclosure of exempt information as defined in the paragraphs of Part 3 of Schedule 12A of the Act as set out below:

<u>Minute</u>	<u>Paragraph</u>
23/C	3
24/C	3

23/C Council, Executive and Committees - Exempt

Executive – 19 April and 12 July

It was moved by Councillor Moira Gibson, seconded by Councillor Charlotte Morley, and

Resolved that the exempt minutes of the meetings of the Executive held on 19 April and 12 July be received.

24/C Review of Exempt Items

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

Resolved that

- (i) Urgent Action – Exempt Annex - remain exempt until the procurement of the software solution is complete;**
- (ii) Minute 95/E remain exempt but authorisation be given to a press release at the appropriate time; and**
- (iii) Minute 14/E remain exempt until completion of the lease negotiations.**

Mayor

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