

**Minutes of a Meeting of the Executive  
held on 18 July 2023**

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+ Cllr Shaun Macdonald (Chair)

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|-------------------------|------------------------|
| - Cllr Alan Ashbery     | + Cllr Morgan Rise     |
| + Cllr Kel Finan-Cooke  | - Cllr John Skipper    |
| + Cllr Lisa Finan-Cooke | + Cllr Helen Whitcroft |
| * Cllr Leanne MacIntyre |                        |

+ Present

- Apologies for absence presented
- \* In attendance virtually but did not vote

In Attendance: Cllr Jonny Cope, Cllr Shaun Garrett, Cllr Julie Hoad, Cllr Nirmal Kang, Cllr Emma-Jane McGrath, Cllr Lewis Mears, Cllr Liz Noble, Cllr David O'Mahoney, Cllr Jonathan Quin, Cllr Victoria Wheeler, Cllr David Whitcroft, Cllr Valerie White and Cllr Richard Wilson

**11/E Minutes**

The minutes of the meeting held on 20 June 2023 were confirmed and signed by the Chair.

**12/E Matters arising from the previous meeting - End of Year Performance Report**

Members were reminded that, at the previous meeting it had been agreed that, as the Executive was considering the End of Year Performance report before the Performance & Finance Scrutiny Committee, any observations or recommendations from the Committee would be reported back to this meeting.

It was reported that the Committee's recommendation that the Performance Indicators relating to planning enforcement should be reviewed was endorsed and this review would be undertaken in consultation with the Planning Applications Committee. In addition, the relevant Portfolio Holder was being kept up to date with regard to the matters raised about the reduction in numbers of Meals at Home customers and issues concerning increased costs of the meals.

**13/E Short-term Plan to the end of 2023**

The Executive considered a report setting out a short-term plan comprising the new administration's immediate priorities for delivery until December 2023. The Plan included a significant number of new actions not already reflected in the Council's current plans and strategies, as well as actions reflecting a change of emphasis on items in existing plans, and items that reflected a wish to drive forward implementation.

It was recognised that the plan had been in development since the start of the new Council term and a number of the actions had already been completed. The reporting process on progress for the Annual Plan and the Short-Term Plan would

be amalgamated to ensure that the Council had a single robust and transparent approach to monitoring its performance. It was also noted that a commitment was made to ensure Members would be updated on progress with the Short-Term Plan through periodic reporting.

Members were informed that, whilst care had been taken to identify actions that could be delivered within the current staffing and budget envelope, where additional resources were needed the item would be subject to a separate report and business case to the Executive.

**RESOLVED that the Short-term Plan, as set out at Annex A to the agenda report, be approved.**

#### **14/E Base Budget Review Outcome Report**

The Executive considered a report presenting the findings of the Base Budget Review process. The report contained recommendations for efficiencies, savings and income generation that had been identified to enable the Council to meet its budget targets for 2023/24, as set out in the Council's Medium Term Financial Strategy.

Members were informed that the year one target of £500k of efficiencies, savings and income generation had been achieved, but the targets for future years had not been reached, principally due to the need to be prudent about the certainty of the delivery of those savings. It was noted that a number of proposals put forward during the process had not been included in the recommendations but these would be revisited during the budget setting process for future years.

The Executive was advised that the Performance & Finance Scrutiny Committee had considered the recommendations at its meeting on 12 July 2023 and had recommended them for adoption. The Committee's comments and observations on a number of the proposals were also noted.

**RESOLVED that**

- (i) the proposals set out in section 4 of the agenda report be agreed; and**
  
- (ii) responsibility for the implementation of the proposals agreed by the Executive and the associated adjustment of relevant in-year budget totals and Medium Term Financial Strategy totals be delegated to the Director of Finance and Customer Service.**

#### **15/E End of Year Finance Report and Budget Carry Forwards**

The Executive considered a report setting out the Council's revenue outturn for 2022/23. In line with Financial Regulations, the Executive was also asked to agree the carry forward of unspent budget from 2022/23 to 2023/24 totalling £214,000.

**RESOLVED that**

- (i) the spend against the approved revenue budget for the period 1 April 2022 to 31 March 2023 and the end of year outturn be noted; and**
- (ii) the carry forward of budget from 2022/23 to 2023/24, as set out Annex A to the agenda report, be agreed and added to the 2023/24 annual budget.**

**16/E Capital Outturn and Prudential Indicators for 2022 / 2023**

The Executive received a report detailing the capital outturn and Prudential Indicators for 2022/23. Actual capital expenditure during 2022/23 had been £1.952m.

**RESOLVED that**

- (i) actual capital expenditure for 2022/23 of £1.952 million against a working budget of £2.380 million be noted;**
- (ii) the Budget provision of £8.833 million be reprofiled from 2022/23 into 2023/24; £7.853 million as previously identified in the budget report in March 2023 to the Executive, with a further £979,862 identified at year end (31st March 2023) and included in Annex B to the agenda report, be approved; and**
- (iii) the final capital prudential indicators for 2022/23 be noted.**

**17/E Treasury Management Outturn 2022/23**

The Executive reviewed a report containing a high-level view of the treasury management performance during 2022/23, including compliance with the 2022/23 prudential indicators.

**RESOLVED that the report on Treasury Management including compliance with the 2022/23 Prudential Indicators be noted.**

**18/E Executive Working Groups 2023/24**

The Executive considered a report proposing minor changes to the Terms of Reference of the Executive Working Groups that had been established in May 2023. It also agreed revised membership for the working groups to reflect the changes to the Council's membership following the rescheduled Frimley Green election.

**RESOLVED that**

- (i) the revised Terms of Reference for each of the Working Groups be adopted, as set out at Annex A to the agenda report; and**

- (ii) the revised memberships of the Working Groups be agreed, as set out at Annex B to the agenda report.**

#### **19/E Appointment of Members to Outside Bodies 2023**

The Executive was reminded that, at its meeting on 30 May 2023, it had considered and agreed appointments to Outside Bodies for the 2023/24 municipal year. However, a number of positions had been held vacant pending the rescheduled Frimley Green election and it was now proposed to agree appointments to these vacancies, along with a number of other changes to reflect updated appointments to Council roles.

##### **RESOLVED that**

- (i) revised appointments to the outside bodies available for general nomination be agreed, as listed at Annex A to the agenda report;**
- (ii) revised appointments to outside bodies reserved to specified positions, as set out at Annex B to the agenda report, be noted, and**
- (iii) attendance by the appointed members at meetings of the bodies listed at Annex A be regarded as approved duties in accordance with the Members Allowances Scheme.**

#### **20/E Exclusion of Press and Public**

In accordance with Regulation 4 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, 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 Local Government Act 1972 as set out below:

Minute	Paragraph(s)
21/E	3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information).

#### **21/E Suitable Alternative Natural Greenspace**

The Executive agreed a recommendation to acquire a site within the borough for use as Suitable Alternative Greenspace and endorsed the proposed Heads of Terms.

**RESOLVED that the Council enters into the agreement to acquire the site identified in the exempt agenda report, on the basis of the heads of terms set out in the Annex 2 to the agenda report, including the overage provision in the Heads of Terms.**

**RECOMMENDED to Full Council that a budget supplementary estimate be allocated and funded from the SANG reserve for the acquisition of the site identified in the exempt report for use as Suitable Alternative Natural Greenspace, including the associated fees and the set up costs.**

Chair