

**Minutes of a Meeting of the Executive  
held at Surrey Heath House on 28 July  
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, Cllr Paul Deach, Cllr Edward Hawkins and Cllr Alan McClafferty

**17/E Minutes**

The minutes of the meeting held on 7 July 2015 were confirmed and signed by the Chairman.

**18/E Additional footnote to the Council's adopted Community Infrastructure Levy Regulation 123 List**

The Executive was reminded that the Council had adopted the Community Infrastructure Levy (CiL) in July 2014 and the Regulation 123 list, which set out the type of infrastructure which would be funded or part funded through CiL. The regulations allowed a charging authority to levy a charge on the owners or developers of land where development took place so that they contribute to the costs of providing infrastructure needed to support the development.

In order to ensure that the Habitats and Species Regulations (2010) could be met, all development which provided additional residential units was required to provide or contribute to avoidance measures to mitigate the impact of development on the Thames Basin Heaths Special Protection Area. The avoidance measure was through the provision or contribution to Suitable Alternative Natural Greenspace (SANG) including the management and maintenance of SANG in perpetuity. Shared SANG was included in the Regulation 123 list.

Changes to the Town and Country Planning (General Permitted Development) Order 2015 had allowed for the conversion of empty B1 Office use to residential under Permitted Development. If there was no increase in overall floor area then the development was not CiL liable. It was also noted that further legislative changes could lead to other exemptions from CiL.

The Executive was informed that, whilst the provision of SANG was infrastructure, the management and maintenance of the SANG was not and therefore this element could be collected outside of CiL by use of a Unilateral Undertaking.

It was therefore recommended that the Council should review the CiL charging schedule in respect of SANG. In the interim, it was recommended that an additional footnote be added to the Council's Regulation 123 list to reflect that

funding for SANG management and maintenance would be sought from these permitted development schemes.

**RESOLVED that**

- (i) a review of the CiL charging schedule be undertaken to address the impact of recent and forthcoming legislative changes upon the Council's ability to collect funding for SANGs and thus ensure delivery of an adequate supply of housing for the Borough;**
- (ii) an interim SANGs charge of £112.50 (Gross Internal Area) be levied to cover maintenance and management of SANGs for residential development from which CiL cannot be levied; and**
- (iii) an additional footnote be added to the Regulation 123 List, as set out in Paragraph 4.2 of the agenda report, to explain the interim charge and ensure that residential development provided can meet the requirements of the Conservation of Habitats and Species Regulations 2010 by contributing to the management and maintenance of SANGs.**

**19/E Food Safety Service Plan 2015/16**

The Executive was informed that the Food Standards agency required all food authorities to have a Food Safety Service Plan to ensure that national priorities and standards were addressed and delivered locally.

The draft Food Safety Service Plan for 2015/16, which followed the Food Standards Agency's set format, was considered. Members were advised that, at its meeting on 24 June 2015, the draft Plan had been reviewed by the Licensing Committee, which had recommended its adoption.

It was noted that the number of food businesses which were 'broadly compliant' with food hygiene law remained high at 95%. Officers continued to work with the 5% of businesses which were not broadly compliant, in order to ensure that they improved their standards.

The Executive was advised that there would be more focus on conducting the first inspection at premises within 28 days of registering and conducting programmed interventions within 14 days before or after the due date target.

**RESOLVED that the Food Safety Service Plan 2015/16, as attached at Annex A to the agenda report, be approved.**

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

The Executive considered a report on the capital outturn for 2014/15 and the approval of any carry forward of budgets into the 2015/16 capital programme. The

report also detailed the actual performance against the 2014/15 prudential indicators.

**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.**

**21/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)
22/E	3
23/E	3
24/E	3

Note: Minutes 22/E and 23/E are summaries of matters considered in Part II of the agenda, the minutes of which it is considered should remain confidential at the present time.

**22/E Development of Property**

The Executive made decisions in relation to the development of property owned by the Council.

**23/E Camberley Bowling Club**

The Executive made decisions in relation to the renewal of a lease for Camberley Bowling Club.

**24/E Review of Exempt Items**

The Executive reviewed the reports 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**

- (i) minute 22/E and the associated agenda report remain exempt for the present time; and**

- (ii) minute 23/E remain exempt until the completion of the lease negotiations.**

Chairman