

# **COUNCIL MEETING**

**10 December 2014**

## **ADDENDUM TO THE COUNCIL AGENDA**

- |     |  |                        |
|-----|--|------------------------|
| 5.  | <b>Executive - 2 December 2014</b>                             | <b>(Pages 3 - 12)</b>  |
| 13. | <b>Community Services Scrutiny Committee - 4 December 2014</b> | <b>(Pages 13 - 20)</b> |
| 14. | <b>Review of Exempt Items</b>                                  | <b>(Pages 21 - 22)</b> |



**Minutes of a Meeting of the Executive  
held at Surrey Heath House on 2  
December 2014**

---

+ Cllr Moira Gibson (Chairman)

+ Cllr Richard Brooks	+ Cllr Colin Dougan
+ Cllr Keith Bush	+ Cllr Craig Fennell
+ Cllr Mrs Vivienne Chapman	+ Cllr Charlotte Morley

+ Present

In Attendance: Cllr Rodney Bates, Cllr Heather Gerred, Cllr Edward Hawkins, Cllr Chris Pitt and Cllr John Winterton

**74/E Minutes**

The minutes of the meeting of the Executive held on 11 November 2014 were confirmed and signed by the Chairman.

**75/E Property Acquisition Strategy**

The Executive was reminded that in December 2011 the Council had adopted a Property Acquisition Strategy and that a fund of up to £2m had been established to be used for the purchase of properties that complied with the guidelines set out in the Strategy.

Members noted the total amount spent to date from this Fund. The acquisitions had principally been for the purpose of regenerating Camberley Town Centre, in particular in relation to assembling the site for the London Road Block Development. In addition to the Council's acquisitions, a number of properties had already been acquired by the Council's partners in anticipation of future developments. Officers had agreed a strategy with its partners for the acquisition of the remaining parts of the London Road Block.

Members were advised that, if an acquisition could not be made by agreement, the Council had powers under Section 226 of the Town and Country Planning Act 1990 to compulsorily acquire any land in the Council's area which was suitable for and required in order to secure the carrying out of development, redevelopment or improvement. The power could also be exercised where the land was required for a purpose which it was necessary to achieve in the interests of the proper planning of an area in which the land was situated.

In addition, officers continued to seek suitable investment opportunities in order to improve returns on investments.

Members discussed whether the Fund should be replaced following any expenditure and it was agreed that the Leader and Chief Executive would be asked to further consider this matter.

**RESOLVED to note the contents of the report and the progress made to date.**

**RECOMMENDED that, in principle**

- i) compulsory purchase powers be used where necessary to achieve planning and corporate objectives for the benefit of the Camberley Town Centre and the wider community; and**
- ii) the costs and benefits of any specific action be considered at the time a specific decision is taken, to ensure that both the risks and the costs to the Council are minimised.**

## **76/E Highways Bids to the Local Enterprise Partnership**

The Executive was informed that funding for major highway schemes had been transferred from Counties to Local Enterprise Partnerships. In March 2014 the Enterprise M3 Local Enterprise Partnership (LEP) had submitted a series of bids for infrastructure improvements. These bids had been prepared by the counties and districts across the area.

A series of highway bids that benefited Surrey Heath had been submitted by Surrey County Council. The successful highways bids in 2015/16 for Surrey Heath were the A30/A331 corridor improvements (Meadows Gyratory) and the Blackwater Valley Connectivity bid.

Members were advised that Department of Communities and Local Government (DCLG) funding required a proportion of funding to be provided by local partners; the EM3 LEP had agreed an across the board figure of 25%. The County and District Councils were now required to confirm the local contribution toward the cost of these 2015/16 schemes as part of the business cases to be submitted in January 2015. Local contributions could take the form of developer contributions from SCC or this Council, or direct funding by this Council.

Providing that the business cases were accepted, LEP funding for these schemes would be available for draw down over 2015/16 and 2016/17. The business cases were required to demonstrate that local contributions were available to ensure the schemes were fully funded.

SCC had already indicated that it expected to part fund at least 50% of the local contribution for the 2015/16 schemes; this was expected to be confirmed by its Cabinet in early 2015. This Council was being asked to find the residual local contribution. The 2016/17 scheme would also require a local contribution.

The total cost of the A30/A331 Meadows Gyratory Scheme would be £4.9m. Surrey County Council was understood to hold £557,000 in contributions, leaving £673,000 of local contributions to be found. Members were asked to support the principle of a local contribution to this scheme. Officers would continue to seek further contributions from new development and adjoining authorities which would benefit from the scheme; if further contributions were insufficient to fund the £673,000, then a further report would be brought back to the Executive.

The total cost of the Camberley Town Centre Highway Improvements Scheme was £5m. Although neither SCC nor this Council currently held any S106 or PIC monies that could fund this scheme, the LEP would consider its business case in late 2015 and there would, therefore, be time to negotiate developer contributions from town centre schemes to fund the local contributions.

The total cost of the Blackwater Valley Connectivity scheme was £3.91m, with £0.98m of local contribution still to be found. As the scheme covered the length of the Blackwater Valley it was considered that the requirement for a local contribution should fall on all of the benefitting local authorities. It was therefore proposed that, whilst the principle of a local contribution was supported, no local contribution be agreed until such time as the costings for the works within Surrey Heath were available and the local contribution needed to fund that was understood.

**RESOLVED that**

- (i) local contributions funding be agreed in principle for the following highway bid schemes:**
  - **A30/A331 (Meadows Gyrotory) in 2015/16 – 2016/17**
  - **Camberley Town Centre Highway Improvements in 2016/17 – 2017/18**
- (ii) for both schemes that any local contribution by the Borough Council not be agreed until such time as developer contributions for the redevelopment of the London Road Block have been agreed and, the contribution to be made by Surrey County Council is understood, such that the extent of any shortfall in funding is clear; and**
- (iii) for the Blackwater Valley Connectivity highway scheme no local contribution be agreed at this time and further details of the work within the Borough be sought.**

**77/E 2014/15 Mid-Year Performance Report**

The Executive considered a report summarising the performance of the Council against performance indicators, corporate key priorities and service milestones.

Members were advised that, in relation to the milestone to deliver new SANGs capacity for west and east of the Borough, the agreement with Bracknell Forest Council (BFC) relating to Shepherds Meadow had been deferred for BFC to give consideration to the impact on its borough.

It was noted that the number of Freedom of Information requests responded to within the legally defined had been below target in Quarter 1. Officers were asked to ascertain how many FOI requests had been received in Quarters 1 and 2 and the numbers of FOI requests which had missed the legally defined deadline. Members also considered that, the target for answering the FOI requests within

the timescale, which was currently 95%, should be 100% as it was a legally defined deadline.

**RESOLVED to note the 2014/15 Mid-Year Performance Report.**

**78/E Finance Report to 30 September 2014**

The Executive reviewed the Council's financial position at 30th September 2014.

It was noted that the Theatre Café had not performed as well as expected. Members were advised that measures would be introduced in the New Year to improve its performance.

Treasury returns continued to be low due to the Bank of England base rate of 0.5%. Members were reminded that, following discussions with the Council's treasury advisors, Arling Close, a new treasury strategy had been approved by the Council on 1st October which enabled the Council to diversify its investments in to property and corporate bond funds. The first investment had been made into the CCLA property fund on 30th October.

**RESOLVED to note the Revenue, Treasury and Capital Position for at 30th September 2014.**

**79/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:

<u>Minute</u>	<u>Paragraph(s)</u>
74/E (part)	3
80/E	3
81/E	3
82/E	3
83/E	3

Note: Minutes 80/E, 81/E, and 82/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.

**80/E Ashwood House**

The Executive made decisions in relation to the acquisition of Ashwood House, Pembroke Broadway, Camberley.

**81/E Lease of Part of Ground Floor, Surrey Heath House to Department of Work and Pensions**

The Executive made decisions in relation to leasing part of the Ground Floor of Surrey Heath House to the Department of Work and Pensions, trading as Job Centre Plus.

**82/E Lease of Camberley Indoor Bowls Club, Wilton Road, Camberley to Surrey Heath Bowling Limited**

The Executive made decisions in relation to the renewal of the lease for Camberley Indoor Bowls Club, Wilton Road, Camberley.

**83/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 80/E and the associated agenda reports remain exempt;**
- ii) Minute 81/E and the associated agenda report remain exempt until completion of the negotiations but, subject to the agreement of the tenants, the decision be made public; and**
- iii) Minute 82/E and the associated agenda report to remain exempt until completion of the negotiations but the resolution be made public.**

Chairman

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

**Minutes of a Meeting of the  
Community Services Scrutiny  
Committee held at Surrey Heath House  
on 4 December 2014**

---

+ Cllr Audrey Roxburgh (Chairman)  
+ Cllr Valerie White (Vice Chairman)

+ Cllr David Allen	+ Cllr Beverley Harding
+ Cllr Bill Chapman	- Cllr Josephine Hawkins
+ Cllr Ian Cullen	+ Cllr Paul Innicki
+ Cllr Paul Deach	- Cllr Adrian Page
- Cllr Tim Dodds	Cllr Joanne Potter
+ Cllr Heather Gerred	- Cllr Alan Whittart
- Cllr Liane Gibson	

+ Present

- Apologies for absence presented

Substitutes: Cllr Edward Hawkins (for Cllr Josephine Hawkins)

In Attendance: Cllr Charlotte Morley, Stefan Nahajski, Tim Pashen and Leigh Thornton

**7/C Minutes**

The minutes of the meeting held on 12 June 2014 were confirmed and signed by the Chairman, subject to the following amendment:

- At minute 3/CY, the sentence in the third paragraph should read, 'The Committee was advised that the WVYP had recently received a grant.....'

**8/C Declarations of Interest**

It was noted for the record that Councillor Paul Deach declared that he had worked with Stefan Nahajski on various projects in the past.

**9/C Management of Green Space in Surrey Heath - including Sports Facilities and Community Gardening**

The Committee received a report on the Management of Green Space in Surrey Heath, including sports facilities and community gardening.

The Committee was advised of the areas within the remit of the Green Space Team which was responsible for 600 acres of open green space. The team was also responsible for the day to day servicing of the green spaces as well as working on various projects.

Income generation had been on the work programme in recent years and a number of new initiatives had been in place to produce income and provide an enhanced service. The initiatives included:

- Frimley Lodge Park Golf and café had been put out to tender with the rent and income paid direct to the Council;
- Hire of barbeques and function spaces at Frimley Lodge Park;
- Events such as Frimley Lodge Live, Theatre in the Park;
- Looking into Billy Smarts Circus for next year.

Members were advised that grant funding and the use of Section 106 agreements were being looked at carefully so that they can be used more effectively.

The Dementia Friendly Garden at the extended Windle Valley Centre was underway and was being delivered by the Community Gardener with the Green Space Team and Windle Valley clients.

It was also noted that the work at the new 3G Artificial Turf Pitch (ATP) should be completed by Christmas 2014, which was good news regarding this commercially viable project.

The following suggestions were made by Members:

- Some Members noted that there was a shortage of floodlit netball courts in the borough. Some Members asked whether tennis courts could be used for netball. The Executive Head – Business advised that he was looking into dual marking of the tennis courts;
- It was noted that it was not always appropriate for the Council to apply for grants and it was considered that the Council could encourage other groups to apply. It was suggested contact could be made with Cllr Pitt as he had some expertise on funding for sport;
- The work of the Transformation Team was discussed and the Executive Head Business would discuss availability of grants with the team;
- The grass cutting of verges was raised. It was noted that this was carried out by Surrey County Council. There would be an opportunity for the Council to consider taking on this role in 2016. There was discussion regarding leaving grass verges in their natural state to encourage wildlife;
- Consideration would be given to using fallow pitches.

**Resolved that:**

- i) The report be noted;**
- ii) The work of the Green Space Team to continue to improve parks at no extra net cost to the Council be highly commended; and**
- iii) Different sources of grant funding be explored.**

**10/C Youth Issues**

Stefan Nahajski from the Windle Valley Youth Project (WVYP) and a member of the Youth Council addressed the Committee. The following was discussed:

- i) Members were reminded that the WVYP was a charity which provided a range of activities for 11-18 year olds in the borough. WVYP worked with 160 young people each week;
- ii) The Member of the Youth Council highlighted that the public bus fares were too expensive for young people and the service was poor;
- iii) An anti-bullying training campaign had taken place. It was noted that 31 million school days nationwide were lost through bullying. This figure accounted for the primary reason for being away from school and had not included cases where bullying had been the secondary reason. The project looked at who the bullies were, what empowers them, the psychology of bullying and that bullies did not seem to have any boundaries. Bullying used to be confined mainly at school but these days with the increase in social media it had spread to home life.
- iv) The Youth Councillor advised Members that there was no fixed venue for the Youth Council meetings. Meetings had been carried out at the café in the Camberley Theatre but it was not always available. Members were keen to support the Youth Council and wished to explore ways the Council could help with a venue at no cost to the Youth Council. The Wellbeing Centre in Bagshot and the library in Bagshot could be used by the Youth Council but the poor public transport service would make it difficult for some Youth Councillors to attend. Stefan and the Executive Head – Community agreed to get together after the meeting to discuss options for venues.
- v) The Committee congratulated the Youth Councillor on her excellent presentation.

A summary from the Senior Museum Officer was circulated to Members regarding the events which took place with local school children during Local Democracy Week. Events included a mock meeting in the Chamber with the Mayor and Councillor Charlotte Morley, the children's champion, in attendance, a quiz and workshop in a polling station. There was also the launch of the Surrey Heath Mosaic, designed by children from local schools.

An event also took place involving the Junior Council called a 'google hangout'. Children from four local schools in the borough communicated on line with children from four schools in the twin town Sucy-en-Brie. An hour was spent with both sides practising and speaking French and English. Councillor Morley had been impressed with the use of both languages and the success of the event. The project would increase future communication, help with bi-lingual blogs and with setting up pen pals.

**Resolved that:**

- i) **Stefan Nahajski and the Youth Councillor be thanked for their presentation on the progress with Youth projects;**
- ii) **opportunities for alternative venues for the Youth Council be explored;**
- iii) **the concept of the council being recognised as an anti-bullying borough be explored; and**
- iv) **a further progress report be provided by Stefan Nahajski in December 2015.**

#### **11/C Dog Fouling Reduction Members Panel**

Councillor Paul Deach spoke on behalf of the Dog Fouling Reduction Members' Panel. He reported that there had been a meeting at Frimley Green Recreation Ground with the Community Warden and it became apparent how difficult it was to monitor and tackle the situation of dog fouling. Frimley Lodge Park had also been visited. A further meeting would take place in the New Year with the Civil Enforcement Officer.

It was felt that anyone found to allow their dog to foul and not clear it up should be fined and also publicised. The strong feeling regarding this anti-social behaviour needed to be promoted.

The Executive Head – Community advised Members that a new campaign was being considered in conjunction with 'Keep Britain Tidy' group. In addition new legislation, Anti-Social Behaviour and Crime Act would prohibit dogs from certain areas and other areas dogs would have to be kept on a lead. Designation of areas in the borough was being considered and would be in consultation with the police and local businesses. Clarification would be sought as to whether the legislation referred to only Council land.

**Resolved that the report be noted.**

#### **12/C Work Programme**

The Committee considered the work programme. Some Members asked that the mobile app for car parks be discussed in February when the review of the car parking strategy would be considered.

**Resolved that the work programme as agreed as at Annex A.**

Chairman



This page is intentionally left blank

**Community Scrutiny Committee Work Programme  
2014/15**

<b>Date</b>		<b>Subject</b>	<b>Author</b>
<b>5 February 2015</b>	1.	<b>Housing Services</b> <u>Purpose</u> To provide an annual report on the work of the Housing Services team.	Clive Jinman
	2.	<b>Review of Car Parking Services</b> <u>Purpose</u> To provide a progress report on improvements to the two town centre car parks and to provide a report on the analysis of the information obtained from the action plan provided in June on out of town car parks	Eugene Leal
	3.	<b>Independent Living including the services provided by the Wellbeing Centre at the Windle Valley Centre</b> <u>Purpose</u> To provide a progress report on independent living in the borough, taking into account suggestions made by Members at the February 2014 meeting, and the service provided at the Wellbeing Centre including dementia advice.	Tim Pashen
	4.	<b>Emergency Planning</b> <u>Purpose</u> To provide a report on how the Council responds to emergencies.	Tim Pashen/Laura Sweetman
	5.	<b>Work Programme/Members' Panels</b> <u>Purpose</u> To consider the work programme for the year 2014/15	Lee Brewin

<b>2 April 2015</b>	1.	<b>Air Quality Report</b> <u>Purpose</u> To provide a report on the air quality in the borough	Tim Pashen
	2.	<b>Sustainable Community Strategy</b> <u>Purpose</u> Provide a progress report to include details of the Care Co-ordinator pilot in Lightwater	Tim Pashen/Sarah Groom
	3.	<b>Work Programme/Members' Panels</b> <u>Purpose</u> To consider the work programme for the year 2014/15	Lee Brewin

### Unallocated Topics

1. Housing Services – annual reports in December
2. Museum/heritage
3. Waste and Recycling Action Plan
4. Supported Families Project

Document is Restricted

This page is intentionally left blank