

**Minutes of a Meeting of the Executive
held at Council Chamber, Surrey Heath
House, Knoll Road, Camberley, GU15
3HD on 20 June 2017**

+ Cllr Moira Gibson (Chairman)

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| + Cllr Richard Brooks | + Cllr Josephine Hawkins |
| + Cllr Mrs Vivienne Chapman | + Cllr Alan McClafferty |
| + Cllr Colin Dougan | + Cllr Charlotte Morley |
| + Cllr Craig Fennell | |

+ Present

- Apologies for absence presented

In Attendance: Cllr David Allen, Cllr Rodney Bates, Cllr Paul Deach, Cllr Paul Ilnicki, Cllr Jonathan Lytle, Cllr David Mansfield, Cllr Robin Perry, Cllr Chris Pitt, Cllr Pat Tedder and Cllr Valerie White

1/E Minutes

The minutes of the previous meeting, held on 4 April 2017, were confirmed and signed by the Chairman.

2/E Questions by Members

Councillor Rodney Bates received responses to questions on:

- (i) Whether flats in the Borough had been the subject of checks following the fire tragedy at Grenfell House?; and
- (ii) Following the attack outside the Finsbury Mosque, what efforts had been made to reassure the Borough's Muslim community?

Councillor Paul Ilnicki received assurances on safety of materials to be used in the refurbishment of The Mall, Camberley.

Councillor David Allen received further clarification on budgets which would be attached to projects promoting the Council's Town Centre priorities.

3/E End of Year Performance Plan

The Executive considered a report summarising the performance of the Council against corporate objectives, priorities and success measures, for the period 1 April 2016 to 31 March 2017.

Members welcomed the successes reported on, such as the Joint Waste Contract and whilst it was noted that future reports would better clarify which achievements referred to what target, the following areas were highlighted:

- (i) Case studies – Consideration would be given to using case studies to assist in evaluation, in areas such as services to people living with dementia, subject to maintaining the confidentiality of individual residents;
- (ii) Car Parking – Lower occupancy targets had been set than in neighbouring boroughs because those areas had higher levels of commuters;
- (iii) Temporary Accommodation - Whilst the number of households in temporary accommodation was in constant review, this would be addressed through the Local Plan rather than the annual performance report; and
- (iv) Complaints – The main area generating complaints is planning, where members of the public are dissatisfied with planning outcomes. Further work had been commissioned to address this often very complex form of complaints.

Resolved, that the 2016/17 End of Year Report be noted.

4/E Quarter 4 Finance Report

The Executive received an update on the high level view as to the financial performance of the Council for the year 2016/17, focussing on Revenue, capital, treasury investments, borrowing and debtors.

Resolved, that the report on the Council's finances, as at 31 March 2017, be noted.

5/E Reference from Performance and Finance Scrutiny Committee

Councillor Jonathan Lytle, Chairman of the Performance and Finance Scrutiny Committee outlined the committee's concerns in relation to the Council's Planning Enforcement function and in particular levels of resources to address the range of enforcement issues.

The Regulatory Portfolio Holder acknowledged the concerns, highlighting enforcement after instruction. He noted that he was already working with officers to achieve improvements and recognised that whilst increasing resources will not always improve perception, the recent steps to involve both the Corporate Fraud Team and the Contact Centre would need time to bed in. The key was to find more effective measures and use of powers.

Resolved, that

- (i) **The reference from the Performance and Finance Scrutiny Committee on the previous performance of the Planning Enforcement function and its contribution going forward, be noted;**
- (ii) **Measures to improve the service, going forward and in particular the new involvement of the Corporate Enforcement Team and Contact Centre be noted; and**

- (iii) **A further review of the performance of the service be scheduled after 12 months operation with the new measures in place.**

6/E Public Space Protection Orders

The Executive considered a report on draft Public Space Protection Order to replace the previous Designated Public Place Orders. It was proposed that the new Order, covering controlled alcohol zones, psychoactive substances, begging and responsible dog ownership would be the subject of public consultation. The proposed Order had already been the subject of consultation and reflected, where possible, the comments submitted.

It was proposed that the draft Order be approved for further public consultation and that the Executive Head of Community, in consultation with the Community Portfolio Holder, be authorised to consider any comments arising from the consultation and make the Order, unless there were significant issues resulting from that further consultation.

It was noted that further clarification was being sought from Surrey Police on the status of buskers and 'Big Issue' sellers.

Resolved, that

(i) The draft Public Space Protection Order be approved for public consultation; and

(ii) The Executive Head of Community be authorised, in consultation with the Community Portfolio Holder, to consider any comments arising from the public consultation and to make the Order unless there are any significant issues arising therefrom.

7/E Response to Hart Borough Council's Local Plan

The Executive received a report detailing formal representations to Hart District Council on its draft Local Plan. Members noted that it had not been possible to bring the proposed response to the Executive before submission due to the response deadline and the General Election.

Resolved, that the response set out in the letter at Annex 1 to the Executive report, as Surrey Heath Borough Council's formal representations to Hart District Council's Draft Local Plan, be noted.

8/E Appointments to Outside Bodies

The Executive considered a report seeking appointments to outside bodies for the 2017/18 municipal year, following consultation with Group Leaders.

Members noted a query from Surrey County Council as to whether the Mayor could be a Borough Council representative on its Local Area Committee. Subject to clarification on this, the Executive agreed appointments to outside bodies, as indicated below.

Resolved that

- (i) the appointments to outside bodies listed below be agreed; and
- (ii) Attendance by the appointed members at meetings of the bodies listed below and at Annex A to the Executive report, be regarded as approved duties, in accordance with the Members' Allowances Scheme.

<u>Organisation</u>	<u>Representative</u> <u>2017/18</u>
Basingstoke Canal Joint Management Committee	<i>Cllr David Lewis</i>
Blackwater Valley Advisory Committee for Public Transport	<i>Cllr Paul Ilnicki Cllr Valeri White Cllr Chris Pitt (Sub)</i>
Blackwater Valley Countryside Partnership	<i>Cllr Chris Pitt Cllr David Lewis</i>
Briars Centre Management Committee	<i>Cllr John Winterton</i>
Camberley Town Football Club – Observer	<i>Cllr Valerie White</i>
Chobham Common Liaison Group	<i>Cllr Pat Tedder Cllr Victoria Wheeler</i>
Citizens Advice Bureau Management Committee	<i>Cllr Robin Perry</i>
Collectively Camberley Ltd	<i>Cllr Richard Brooks</i>
Community Noise Forum	<i>Cllr Rebecca Jennings-Evans Cllr Conrad Sturt</i>
Deepcut Village Association	<i>Cllr Paul Deach</i>
Fairoaks Airport Consultative Committee	<i>Cllr Victoria Wheeler</i>
Farnborough Aerodrome Consultative Committee	<i>Cllr Josephine Hawkins Cllr Chris Pitt (Sub)</i>
Frimley Community Centre Management Committee	<i>Cllr Bruce Mansell</i>
Frimley Fuel Allotments Charity(4 year appointments)	<i>Cllr Paul Ilnicki Cllr Bruce Mansell Cllr Robin Perry Cllr Joanne Potter</i>

Heatherside Community Centre Council	<i>Cllr Paul Ilnicki</i> <i>Cllr Jonathan Lytle (Sub)</i>
Heathrow Airport Consultative Committee	<i>Cllr Charlotte Morley</i> <i>Cllr Robin Perry (Sub)</i>

Henry Smith Charity (4 year appointments)	<i>Cllr Chris Pitt</i> <i>Cllr Bruce Mansell</i> <i>Cllr Ian Sams</i>
Joint Waste Collection Services Committee	<i>Cllr Mrs Vivienne Chapman</i> <i>Cllr Josephine Hawkins (Sub)</i>
Local Government Association - General Assembly	<i>Leader of the Council – Cllr Moira Gibson</i> <i>Cllr Richard Brooks (sub)</i>
Miss Gomms Trust (4 year appointments)	<i>Martin Goodway</i> <i>Cllr Chris Pitt</i> <i>Cllr Joanne Potter</i> <i>Rev Russell</i> <i>Cllr Pat Tedder</i> <i>Cllr Nick Chambers</i>
Mytchett Community Association General Committee	<i>Cllr Craig Fennell</i> <i>Cllr Joanne Potter (Sub)</i>
Parking and Traffic Regulation outside London Adjudication Joint Committee (4 year appointments)	<i>Cllr Craig Fennell</i> <i>Cllr Paul Deach (sub)</i>
RELATE North East Hants and Borders	<i>Cllr Katia Malcaus Cooper</i>
South East Employers	<i>Cllr Chris Pitt</i> <i>Cllr Robin Perry (Sub)</i>
South East England Councils	<i>Leader of the Council -Cllr Moira Gibson</i> <i>Cllr Richard Brooks (sub)</i>
Surrey County Playing Fields Association	<i>Cllr Victoria Wheeler</i>
Surrey Energy and Sustainability Partnership	<i>No rep as in abeyance</i>
Surrey Heath Age Concern	<i>Cllr Ruth Hutchinson</i>
Surrey Heath Arts Council	<i>Cllr Edward Hawkins</i> <i>Cllr Ian Cullen</i> <i>Cllr Ian Sams</i> <i>Cllr John Winterton (Sub)</i>

Surrey Heath Duke of Edinburgh Award Forum	<i>Cllr Jonathan Lytle</i>
Surrey Heath Local Area Committee	<i>Cllr Vivienne Chapman Cllr Josephine Hawkins Cllr Paul Ilnicki Cllr Rebecca Jennings-Evans Cllr Valerie White Cllr Jonathan Lytle (sub) Cllr John Winterton (sub) Cllr Pat Tedder</i>
Surrey Heath Partnership	<i>Leader of the Council – Cllr Moira Gibson Cllr Vivienne Chapman (Portfolio Holder)</i>
Surrey Heath Sports Council	<i>Cllr Craig Fennell (Portfolio Holder) Cllr Charlotte Morley Cllr Max Nelson Cllr Victoria Wheeler</i>
Surrey Heath Youth Focus	<i>Cllr Paul Deach Cllr Ruth Hutchinson</i>
Surrey Leaders Group	<i>Cllr Moira Gibson</i>
Surrey Police and Crime Panel	<i>Cllr Josephine Hawkins</i>
Surrey Waste Partnership	<i>Cllr Mrs Vivienne Chapman</i>
Voluntary Support North Surrey	<i>Cllr Paul Deach Cllr Josephine Hawkins (Sub)</i>

9/E Appointment of Executive Working Groups

The Executive considered a report proposing the establishment of working groups, their terms of reference and the allocation of seats to those working groups appointed. Members noted the nominations submitted by the Group Leaders.

Resolved that

- (i) The Working Groups detailed below be established;**
- (ii) The Terms of Reference, as amended and attached to the Executive report, be agreed;**
- (iii) The number and allocation of seats on each working group be as indicated below; and**
- (iv) Members and substitute members be appointed to the Working Groups for 2017/18, as listed below:**

Camberley Theatre	Cllrs Ian Cullen Edward Hawkins, Paul Ilnicki, Ian Sams, Valerie White, John Winterton and
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	Pat Tedder (Cllr Victoria Wheeler as Substitute)
Camberley Town Centre	Cllrs Rodney Bates, Richard Brooks, Mrs Vivienne Chapman, Edward Hawkins, Paul Ilnicki and Robin Perry (Cllrs Colin Dougan and Ruth Hutchinson as Substitutes)
Digital Services	Cllrs Dan Adams, David Allen, Paul Deach, Colin Dougan, Jonathan Lytle, Charlotte Morley and Robin Perry (Cllrs Paul Ilnicki and Victoria Wheeler as Substitutes)
Equality	Cllrs Nick Chambers, Bill Chapman, Moira Gibson, Josephine Hawkins, Ruth Hutchinson, Charlotte Morley and John Winterton (Cllr Pat Tedder as Substitute)
Local Plan	Cllrs Richard Brooks, Bill Chapman, Colin Dougan, Edward Hawkins, Jonathan Lytle, Alan McClafferty, Adrian Page, Conrad Sturt, Pat Tedder and Victoria Wheeler (Cllrs David Allen and Ruth Hutchinson as Substitutes)

10/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)
11/E	3
12/E	3
13/E	3
14/E	3

Note: Minutes 11/E, 12/E and 13/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.

11/E Update on Town Centre Acquisitions

The Executive noted an update on the performance of Town Centre Acquisitions.

12/E Proposal to Invest in the Refurbishment of the Mall Camberley Shopping Centre

The Executive agreed to note urgent action and make recommendations to the Council on a proposed refurbishment of The Mall, Camberley Shopping Centre.

13/E Property Acquisition

The Executive made decisions in relation to the possible acquisition of a property.

14/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) The report and minute for Item 13, Performance of Town Centre Acquisitions, remain exempt till further notice; and**
- (ii) The decision on item 14, Refurbishment of the Mall Shopping Centre, Camberley, be made public, but the report and minute to remain exempt for the present time; and**
- (iii) The report and minute on Item 15, Property Acquisition, to remain exempt, but the decision to be made public following the completion of lease negotiations.**

Chairman