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Monday, 18 May 2020

To: The Members of the **EXECUTIVE**
(Councillors: Alan McClafferty (Chairman), Colin Dougan, Josephine Hawkins,
Rebecca Jennings-Evans, David Lewis, David Mansfield and Adrian Page)

Dear Councillor,

A meeting of the **EXECUTIVE** will be held at Surrey Heath House on Tuesday, 26 May 2020 at 6.00 pm. The agenda will be set out as below.

Please note that this meeting will be recorded and live streamed on
<https://www.youtube.com/user/SurreyHeathBC>

Yours sincerely

Tim Pashen

(Acting) Chief Executive

AGENDA

Pages

Part 1 (Public)

- | | | |
|----|------------------------------|--------|
| 1. | Apologies for Absence | - |
| 2. | Minutes | 3 - 10 |

To confirm and sign the minutes of the meeting held on 24 March 2020 (copy attached).

- | | | |
|----|---------------------------------|---|
| 3. | Declarations of Interest | - |
|----|---------------------------------|---|

Members are invited to declare any interests they may have with respect to matters which are to be considered at this meeting. Members who consider they may have an interest are invited to consult the Monitoring Officer or the Democratic Services Officer prior to the meeting.

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|----|-----------------------------|---|
| 4. | Questions by Members | - |
|----|-----------------------------|---|

The Leader and Portfolio Holders to receive and respond to questions

from Members on any matter which relates to an Executive function in accordance with Part 4 of the Constitution, Section B Executive Procedure Rules, Paragraph 16.

5.	Conversion of Watchetts Tennis Courts into Net Ball courts	11 - 18
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10.	Appointment of a Director for SHBC Camberley Ltd.	-

Report to follow.

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**Part 2
(Exempt)**

12.	Community Services Partnership	47 - 64
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14.	Ground Floor Ashwood House - indicative marketing costs	69 - 72
15.	Review of Exempt Items	73 - 74

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

**Minutes of a Meeting of the Executive
held at Surrey Heath House on 24
March 2020**

+ Cllr Alan McClafferty (Chairman)

* Cllr Colin Dougan	+ Cllr David Lewis
* Cllr Josephine Hawkins	* Cllr David Mansfield
* Cllr Rebecca Jennings-Evans	+ Cllr Adrian Page

+ Present

* In attendance virtually

- Apologies for absence presented

In Attendance (virtually): Cllr Rodney Bates, Cllr Richard Brooks, Cllr Sharon Galliford and Cllr Sashi Mylvaganam

97/E Minutes

RESOLVED that the open and exempt minutes of the Executive meeting held on 18th February be agreed as a correct record and signed by the Chairman.

98/E Declarations of Interest

Councillor McClafferty declared a non-pecuniary interest in respect of Item 17: Camberley Bowling Club Lease as his house was adjacent to the premises in question.

Councillor Dougan declared a pecuniary interest in respect of Item 17: Camberley Bowling Club Lease as his house shared a postcode with the premises in question.

99/E Questions by Members

There were no questions from Members.

100/E Annual Plan 2020/21

The Executive considered a report setting out the proposed Annual Plan for 2020/21. The Annual Plan set out the key projects and performance indicator targets for the 2020/21 financial year.

It was recognised that due to the current situation with regard to the Covid-19 Pandemic a significant number of quarter 1 (April to June 2020) targets would be missed however approval of the Plan would provide the Council with a structure to work towards once the pandemic was past.

RESOLVED that the Annual Plan 2020/21, as set out at Annex A to the agenda report, be agreed.

101/E Camberley 5G Retail Test-bed OBC

The Executive considered a report seeking approval for the progression of a project to develop a 5G telecommunications network in Camberley town centre.

It was noted that the proposed plans did not commit the Council to proceeding with the roll out of a 5G network and break clauses had been incorporated into the project to enable the Council to suspend work at any point if it wished.

It was agreed that the presentation given to Group Leaders would be circulated to all members along with a briefing note setting out information relating to health and safety matters, the collection of data and how any data collected might be used.

RESOLVED that

- (i) a council-owned, UK first, 5G network in Camberley town centre be agreed in order to aim to attract businesses and technologist from all over the world to help provides a USP for the town and to open opportunity for revenue streams; and**
- (ii) the procurement of a commercial partner to generate revenue from the network once live be undertaken.**

102/E Community Fund Grants

The Executive considered a report seeking approval of three grant applications received by the Council's Community Fund Grant Scheme.

It was clarified that there had been a typographical error in Annex A of the report and that the replacement lighting at Heatherside Community Centre was projected to cost £9,800, not the £5,000 stated and that it was proposed that a grant of £4,900 be given and not the £9,800 stated in the Annex.

RESOLVED that

- (i) subject to the conditions set out in the agenda report, the following grants be awarded from the Council's Community Fund Grant Scheme:**
 - a. £4,900 to Heatherside Community Centre to replace low energy lighting in the entrance and the hallway;**

- b. £3,000 to Windlesham United Charities (James Butler Alms-houses) to convert a bedsit to a 1 bedroomed property;
- c. £2,500 to Chobham Cricket Club to install new fencing;
and

- (ii) a decision on the award of a grant to Chobham Parish Council to supply and fit an outdoor gym at the recreation ground at Station Road, Chobham be delegated to the Executive Head of Transformation in consultation with the Support & Safeguarding Portfolio Holder.

103/E Temporary change to car parking fees during Camberley Town Centre Public Realm works

The Executive considered a report setting out a proposal for the temporary introduction of one hour's free parking in the Knoll Road Multi-storey Car Park for the duration of the public realm improvement works in the High Street, Princess Way (east) and Knoll Walk.

RESOLVED that the introduction of a temporary 1 hour free parking tariff in Knoll Road Multi Storey car park during the construction of the improvements to the High Street/ Princess Way (east) and Knoll Walk be agreed to offset the loss of the 30 minute free parking bays during the works and any impact on local trades in the High Street.

104/E Surrey Physical Activity Strategy 2020 - 2022

It was agreed that, in view of the restrictions on reducing unnecessary contact as a result of the Covid-19 Pandemic, the meeting would deal only with urgent or strategic matters in view and consequently this item was deferred.

105/E Statement of Community Involvement

It was agreed that, in view of the restrictions on reducing unnecessary contact as a result of the Covid-19 Pandemic, the meeting would deal only with urgent or strategic matters in view and consequently this item was deferred.

106/E Response to Consultation on First Homes

The Executive received a report setting out the Council's proposed response to the Government's First Homes consultation.

The consultation sought views on proposals to introduce a new type of affordable housing called First Homes. These would be subsidised market homes sold at a

discounted rate of at least 30% with first time buyers, serving members and veterans of the Armed Forces and key workers being prioritised for homes in the scheme. On selling a house bought under the First Home scheme sellers would be required to sell at the discounted rate ensuring that the house remained affordable in perpetuity.

RESOLVED that

- (i) the publication of the government's First Homes consultation be noted; and**
- (ii) the response set out in the letter at Annex A of the agenda report be agreed as the Council's formal response to the government's First Homes Consultation.**

107/E Business Rates Relief Schemes

The Executive considered a report seeking approval of amendments to the Retail Discount Scheme and Pub Discount Scheme from 1st April 2020 to support qualifying businesses following changes introduced by the Government.

RESOLVED to

- (i) amend the Local Discretionary Business Rates Retail Discount scheme percentage award to 100% from 1 April 2020;**
- (ii) amend the Local Discretionary Business Rates Pub Discount scheme sum to be awarded to £5000 from 1 April 2020;**
- (iii) approve the award of Small Business grant to eligible ratepayers for 2020/21; and**
- (iv) authorise the Executive Head of Finance in consultation with the Portfolio Holder for Finance to make changes to the schemes to ensure that the costs remain fully funded by Government and do not fall on the Council.**
- (v) authorise the Executive Head of Finance or their deputy, in consultation with the Portfolio Holder for Finance to implement all Government COVID-19 measures in respect of Business Rates and Council Tax.**

108/E Write-Off of Irrecoverable Bad Debts

The Executive considered a report seeking approval to write off bad debts incurred through the non-payment of Council Tax and Non-Domestic Rates.

All the debts concerned had been subject to the Council's relevant recovery processes and tracing enquiries had been undertaken. The Council's enforcement agents had been unable to recover the debts from any forwarding addresses obtained from the tracing process and consequently the debts were now considered irrecoverable.

RESOLVED that bad debts totalling £33,227.50 in respect of Council Tax and £78,681.11 in respect of Non-Domestic Rates be approved for write off.

109/E Urgent Action Item

The Executive considered an urgent action report seeking approval to alter the Scheme of Delegation of Functions to Officers so that provision could be made for the Chief Executive to take any necessary decisions during any restrictions on meetings, gatherings and travel as a result of the Covid-19 Pandemic.

It was reported that prior to 2015, the Scheme of Delegation had included a delegation of powers to the Chief Executive in the event of a war or national emergency however this had been erroneously omitted from the Scheme when it had been fundamentally reviewed in 2015. The proposals sought to reintroduce the delegation subject to a number of minor amendments as set out in the report.

RESOLVED that:

- (i) the General Principles of the Scheme of Delegations of Functions to Officers at Part 3, Section B of the Constitution be updated in respect of Executive Functions as set out below; and**
- (ii) it be recommended to Full Council that the General Principles of the Scheme of Delegation of Functions to Officers at Part 3, Section B of the Constitution be updated in respect of non-Executive Functions, as set out below:**

Approved Amendment

- 1.1 The Chief Executive, Executive Head of Service or Head of Service are authorised to determine matters of an urgent nature which cannot wait for the next meeting of the decision-making body which are not key decisions and which do not contravene established policies or budgets,**
 - 1.1.1 after consultation with the Leader and Mayor in relation to Council functions;**
 - 1.1.2 after consultation with the Leader or relevant Portfolio holder and with the Chairman or Vice-Chairman of the**

relevant Scrutiny Committee in relation to Executive functions;

- 1.1.3 after consultation with the Chairman or Vice Chairman of the relevant regulatory or non-Executive Committee.**
- 1.2 All matters will be reported to the next meeting of the appropriate decision-making body and will be advised to all Members by email.**
- 1.3 In the event of a national emergency declared by the Crown or HM Government where it is considered it will be impractical to call meetings for an extended period of time, the Chief Executive will have authority to exercise all the powers, duties and functions exercised by the Council, the Executive or any of the committees, including the authority and power to delegate such powers, duties and functions.**
- 1.4 Where the Chief Executive is unable to act for the purposes of 1.3 above, the Corporate Management Team, both individually and collectively, is authorised to perform this function.**
- 1.5 Decision making, as set out at paragraph 1.3 will continue to be exercised in consultation with the Leader, or Deputy Leader or relevant Committee Chairman or Vice Chairman and, where appropriate, ward councillors where possible, but this provides for officers to continue to act in the event that this is not feasible.**
- 1.6 This authority is time limited to a six-week period, following which any extension must be authorised by the Leader, or in his/her absence, the Deputy Leader.**

110/E Supplementary Estimate

The Executive considered a report seeking approval of a supplementary estimate to enable a hardship fund to be set up to assist those residents impacted by the imposition of stringent self-isolation and quarantine measures as a result of the Covid-19 Pandemic.

RECOMMENDED to Full Council that:

- (i) A £99,000 supplementary estimate be approved to provide a Covid-19 hardship fund; and**
- (ii) this supplementary estimate be funded from revenue reserves.**

RESOLVED that approval to spend the supplementary estimate be delegated to the Deputy Chief Executive (Interim) in consultation with the Leader.

111/E Exclusion of Press and Public

In accordance with Section 100(A)(4) of the Local Government Act 1972 (as amended) and Regulation 5 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 Act as set out below:

Minute	Paragraph(s)
97/E (part)	3
112/E	3
113/E	3
114/E	3

Note: Minutes 112/E is a summary of matters considered in Part II of the agenda, the minutes of which it is considered should remain confidential at the present time.

112/E Community Services Partnership

It was agreed that, in view of the restrictions on reducing unnecessary contact as a result of the Covid-19 Pandemic, the meeting would deal only with urgent or strategic matters in view and consequently this item was deferred.

113/E Camberley Bowling Club Lease

The Executive RESOLVED that the Head of Legal Services be authorised to grant a Lease to Camberley Bowling Club for the Pavilion, on the terms set out in the agenda report and the Heads of Terms, as set out at Annex A to the agenda report, subject to any legal documentation and procedures.

114/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. Item 13: Write off of Irrecoverable Bad Debts – The annex containing person data to remain exempt;**

- ii. **Item 16: Community Services Partnership – Report to remain exempt until such time as a decision is made; and**
- iii. **Item17: Camberley Bowling Club Lease – To remain exempt until the completion of lease negotiations.**

Chairman

Note: those in virtual attendance did not participate in voting.

Watchetts Tennis Court Redevelopment

Summary

To redevelop the ageing courts at Watchetts Recreation Ground to create a new mixed-use Tennis and Netball facility on the same site.

Portfolio – Places & Strategy

Date consulted: 4 May 2020

Wards Affected – Watchetts

Recommendation

The Executive is advised to RESOLVE that

- (i) the Tennis Courts at Watchetts Recreation Ground be redeveloped to include the resurfacing of all five courts, repainting, new perimeter fencing, installation of a new gate access and online booking system, and the introduction of floodlights (subject to planning);
- (ii) as part of the redevelopment, three courts be converted to mixed use facilities allowing for the provision of two netball courts;
- (iii) a tender process to source and appoint a suitable contractor be undertaken; and
- (iv) the project delivery be delegated to the Executive Head of Business, in consultation with the Places & Strategy Portfolio Holder.

The Executive is advised to RECOMMEND that the Capital Programme be increased by £135,000 to fund the redevelopment of the Watchetts Tennis Court.

1. Resource Implications

- 1.1 Tennis Courts at three Council operated sites including Watchetts have no records of resurfacing since being laid 20+ years ago and are falling into a state of disrepair. If the Council does not take action, the courts will continue to deteriorate, leading to a greater risk of insurance claims and eventually the facilities being taken out of commission entirely.
- 1.2 There is currently no sinking fund (money set aside for refurbishment) in place for the facility. As part of this capital project, it is proposed to set up a sinking fund so the courts become self-sustaining in a similar manner to the 3G pitch at Frimley Lodge Park, minimising the need for future capital investment in the longer-term.
- 1.3 As part of the proposed refurbishment, three tennis courts will be converted to 'mixed use' facilities, allowing for the provision of two

netball courts. At present there are no dedicated netball facilities in Surrey Heath outside of school settings (which are limited) and no local leagues, meaning those who wish to play largely have to travel out of borough. The Council has received criticism for this in the past.

- 1.4 Netball has enjoyed increased interest and growing participation figures in recent years, with 'Active Lives Survey' data showing 319,400 adults now play netball fortnightly.
- 1.5 At present the courts at Watchetts generate minimal income for the council (only £75 from pay and play bookings between Jul 2018 – Jul 2019).
- 1.6 In 2018 the courts at London Road Recreation Ground were chosen as a pilot site for improvements, as out of the Council operated courts they were in the best condition and so required least investment. Work included minor surface improvements, repainting, gate access technology and the introduction of a new booking system. The site at London Road Recreation Ground where improvements have already been implemented generated £1357 in pay and play bookings during the same period Jul 2018 – Jul 2019.
- 1.7 The Council also introduced a £39 annual membership in conjunction with the renovated courts at London Road Recreation Ground, which has yielded a further £2681 in annual memberships. These figures exceeded Lawn Tennis Association (LTA) projections for year 1.
- 1.8 It is anticipated that from tennis use alone, Watchetts should at least match London Road Recreation Ground with the potential for an even larger return if floodlights are introduced.
- 1.9 Runnymede Borough Council has similar floodlit mixed use Tennis/Netball courts in Chertsey and by working with an external netball league generate c.£12k income per year. It is hoped that by securing a similar partner the Watchetts site could achieve this level of income by year 3.
- 1.10 It is estimated the facility will generate £16k a year (£4k from Tennis, £12k from Netball) by year 3 leaving an estimated surplus after expenses and contribution to sinking fund of around £5,675 a year.
- 1.11 This project will involve a complete refurbishment of the tennis courts at Watchetts including resurfacing of all five courts, repainting, new perimeter fencing, installation of a new gate access and online booking system and the introduction of floodlights (subject to planning permission). Floodlighting would also require an upgrade to the current electricity supply at the site.
- 1.12 The cost to deliver the full proposed works including floodlighting is estimated around £135,000, although a number of grant applications

will be submitted in an effort to reduce the level of direct funding by the Council.

- 1.13 The estimated cost without floodlighting and upgraded supply is c.£103,000, although this approach would make a netball league unviable meaning the majority of income would be lost.
- 1.14 As this project is about making capital improvements to open up sport and physical activity opportunities, it is considered under usual circumstances this project would have a viable chance of a grant award but success is not guaranteed.
- 1.15 The anticipated cost is based on indicative quotes and information provided by the Lawn Tennis Association. All information was collected prior to the Covid-19 pandemic and the subsequent impact on costs, timescale and the ability to secure grant funding is currently unknown.
- 1.16 The Lawn Tennis Association also offer a fast-track interest free loan for floodlight installation if this is seen as a palatable option.
- 1.17 The indicative payback period (without external grants) will be significant at 22-23 years. However it should be recognised that without investment there is growing risk of insurance claims and even the facility being taken out of action.

2. Key Issues

- 2.1 More than 20million UK adults are classified as physically inactive, increasing their risk of heart disease and costing the UK health service as much as £1.2billion each year according to the British Heart Foundation (2017).
- 2.2 There are growing calls for local authorities to do more towards making physical activity easier and more accessible for all. Although Surrey Heath is statistically more active than much of the country, our participation levels are below a number of our Surrey neighbours (Sport England Active Lives Survey 2019).
- 2.3 The scheme will improve access to quality sporting facilities and help the Council achieve an outcome of a healthier, more active population.
- 2.4 The current charging policy at Watchetts is ineffective due a lack of ability to effectively police it. An online booking system has been introduced at all tennis court sites but without gate access technology to work alongside it and as grounds contractors do not have a fixed presence in each park, the vast majority of people are able to play without being asked to pay. As a consequence, the Council is missing out on potential income and is very limited in the amount of usage data it can collect.
- 2.5 The court improvements will also stop people who have migrated from London Road Recreation Ground (where the gate access system

means they have to pay) over to Watchetts (where there is currently no gate access system) in order to avoid paying. This is considered a localised issue due to the proximity of the two venues; it is not anticipated players would drive to Frimley Green (the next nearest Council courts) in order to try and play for free there.

- 2.6 External tennis coaching providers have previously booked or shown interest in hiring the courts at Watchetts but have complained the current court surface is restrictive to growing an ongoing programme because players have such a poor experience (e.g. lines aren't clear, ball doesn't bounce evenly etc.) and the lack of floodlights means there is limited playing capacity. As a result, the council is losing out on a potential additional income stream.
- 2.7 Subject to planning approval the redevelopment would provide floodlighting which would allow residents and visitors to use the facilities during the evenings – this is particularly important for residents who are unable to access facilities during weekdays. At present with the exception of the 3G pitch at Frimley Lodge, there are no Council operated sporting facilities available after dusk.
- 2.8 Unlike many of our other parks Watchetts remains open after dark most evenings for Camberley Rugby Club and Frimley Tennis Club, so there would be minimal ongoing revenue costs to keep the park open for recreational tennis/netball provision.

3. Supporting Information

- 3.1 Following this redevelopment there be a will greater range of opportunities for residents to get and stay active with a far more attractive playing experience provided. This will lead to greater public engagement with our facilities, increasing Council income and ensuring the Council continues to meets its health and safety responsibilities.
- 3.2 Surrey Heath Netball Club, which caters for residents from the age of 10 to adult, would benefit greatly from the new facility with a number of teams likely to use the courts as a base.
- 3.3 The gate access system and online booking system will give customers the ability to self-serve, making booking both Netball and Tennis courts more accessible for customers with minimal input required from Council staff. Leisure staff will still be available to support residents who may not have access to booking online.
- 3.4 This project links to the need for resurfacing of the Watchetts Recreation Ground access road currently being proposed by the Recreation and Business team.
- 3.5 The anticipated cost is based on indicative quotes and information provided by the Lawn Tennis Association. True costs will be known once the tender process begins.

- 3.6 The provision of Netball courts would mean increased opportunities to deliver programmes in the borough such as 'Back to Netball' and 'Walking Netball', helping to increase the number of women being active. The redeveloped site would also allow for improved tennis programming through coaching partners.
- 3.7 Netball England and the Lawn Tennis Association (LTA) would both be in support of the development and while neither has substantial dedicated funding to put towards the project, the LTA have suggested they will be likely to cover the cost of installation of the gate access technology (worth around £5k).

4. Options

- 4.1 The Executive has the option to:
- (i) Agree the proposed refurbishment and redevelopment of Watchetts Tennis Courts, as set out in this report;
 - (ii) Agree the refurbishment and redevelopment of Watchetts Tennis Courts, with any changes considered appropriate; or
 - (iii) Choose not to proceed with the proposed works.
- 4.2 Alternatively, the Executive can agree proposals to refurbish and redevelop Watchetts Tennis Courts but defer any work being carried out until the post Covid-19 situation is more clear. The decision when to proceed can be delegated to the Executive Head of Business in consultation with the Portfolio Holder.

5. Corporate Objectives and Key Priorities

- 5.1 This capital scheme will support the Council to achieve its key corporate objectives as follows:
- 5.1.1. **Place** - *Protect, manage and maintain our parks and open spaces including the provision of quality leisure facilities* – redeveloping the courts will ensure tennis can continue to be accessed safely by residents and allow new opportunities to play netball in the borough (there are currently no facilities outside school settings, and these are limited).
 - 5.1.2. **Prosperity** - *Strengthen the Council's financial independence by increasing our own income* – The project will allow the courts to generate substantially more income in court hire and coaching in comparison to the minimal amount received currently.
 - 5.1.3. **People** - *Use our green space to deliver a programme of sport and leisure activities supporting community engagement with all people* – An improved playing facility will allow a greater range of programmes to be delivered (a coaching provider has already expressed their interest).

This is of particular interest in Netball, where we are currently unable to offer programmes such as Walking Netball without an accessible (and reasonably priced) facility.

- 5.1.4. **Performance** - *Improve access to services through the use of technology* – as part of the redevelopment a new gate access and accompanying booking system will be implemented, allowing customers to quickly and easily self-serve themselves using any smart device over the internet (although bookings can be taken over the phone for customers who do have access). This removes the need for Council staff or contractors to physically collect money.

6. Legal Issues

- 6.1 Planning permission is likely to be required for floodlighting.
- 6.2 There is a precedent set in this regard as the adjacent private courts at Frimley Tennis Club already have floodlighting on two of their courts.

7. Governance

- 7.1 All financial matters will be carried out under strict audit guidelines
- 7.2 The contractor will be appointed following a thorough tender process.

8. Risk Management

- 8.1 The financial risk will be mitigated by increased income generation, albeit the total repayment would be over a significant period.
- 8.2 There is potential reputational risk to the council from those who may not perceive investment into leisure facilities as a priority, particularly given the current climate with Covid-19. This is however balanced by the risk of criticism from not investing in facilities that support residents to improve their physical and mental wellbeing.
- 8.3 It is likely the courts will need to be closed for a number of weeks during the tennis season as work is reliant on good weather, meaning there is a temporary risk of complaints from disappointed users. Alternative courts are available at London Road Recreation Ground less than a mile away.

9. Equalities Impact

- 9.1 An Equality Impact Assessment has been carried out for the Council's wider 'Tennis in the Park' scheme. A full Equality Impact Assessment will be completed for the site when an exact specification and layout of the works has been supplied by the appointed contractor.

10. Community Safety

- 10.1 It is not anticipated that this work will generate additional community safety issues.

11. Consultation

- 11.1 The Lawn Tennis Association have identified latent demand and have completed extensive research into what would encourage more people to play Tennis in Surrey Heath.
- 11.2 The Council's leisure team also undertook their own public consultation in summer 2018 to understand the local views and motivations of both those who were already using parks tennis courts but also those who don't.
- 11.3 Responses in both cases showed improved court conditions and a clearer, simpler booking system were the main factors that would make people more likely to play at tennis in our parks. These improvements would demonstrate we have listened to public opinion and acted accordingly.

12. PR and Marketing

- 12.1 Being able to demonstrate the Council cares about public leisure facilities and the health and wellbeing of its residents is likely to be positively received.
- 12.2 Officers have received a number of complaints and/or negative feedback about their experience when using the existing courts at Watchetts. This redevelopment would support a change in the public perception of Council facilities from negative to positive.
- 12.3 The Council has received criticism in the past for not having community netball facilities available. This project would address those concerns.

13. Officer Comments

- 13.1 Taking no action is not recommended as a viable option as the courts will continue to deteriorate and in the longer-term will cost substantially more to repair, while the Council will continue to miss out on opportunities in regards to both greater public participation and income.

Annexes	None
Background Papers	N/A
Author/Contact Details	Ben Sword - Commercial and Community Development Manager Ben.sword@surreyheath.gov.uk
Head of Service	Daniel Harrison – Executive Head of Business

Appointment of Executive Working Groups 2020/21

Summary

To appoint working groups of the Executive, to determine the allocation of seats to these bodies and to endorse the Terms of Reference.

Portfolio: Leader

Date signed off: 15 May 2020

Wards Affected: Not applicable

Recommendation

The Executive is advised to RESOLVE to

- (i) establish Executive Working Groups for the Municipal Year 2020/21 as considered appropriate;
- (ii) determine the number of seats and the allocation of those seats;
- (iii) appoint members and substitute members to the working groups on the nomination of the Group Leaders; and
- (iv) adopt Terms of Reference for each of the Working Groups.

1. Resource Implications

1.1 There are no additional resource implications arising from this report.

2. Options

2.1 The Executive has the options to

- (a) establish and appoint members and substitute members to working groups in 2020/21 or not to establish any;
- (b) endorse the Terms of Reference with or without amendments.

3. Proposals

3.1 As working groups of the Executive there is no legal requirement for these groups to be politically balanced, although in the past they have been so.

3.2 The Leader proposes that the following Working Groups be established for 2020/21

Group	No of Seats
Camberley Town Centre Working Group	11
Climate Change Working Group	9
Equality Working Group	9
Local Plan Working Group	10
Surrey Heath Villages Working Group	10

3.3 The Executive is asked to agree the establishment of the above Working Groups, the number and allocation of seats and the appointment of substitutes in accordance with Substitution Rules at Part 4 of the Constitution.

3.4 The proposed Terms of Reference for the Working Groups are attached at Annex A.

3.5 The nominations of the Group Leaders to these working groups will be laid on the table at the meeting if available.

Annexes	Annex A – Terms of Reference of Working Groups
Background Papers	None
Author/Contact Details	Rachel Whillis – Democratic Services Manager rachel.whillis@surreyheath.gov.uk
Executive Head Of Service	Richard Payne – Executive Head of Corporate

Camberley Town Centre Working Group

Terms of Reference

The Camberley Town Centre Working Group is a Working Group of the Executive.

Membership

The Group will be made up of 11 members comprising 5 members from the Conservative Group, 3 members from the Liberal Democrats Group, 2 members from the Community Group, and 1 member from the Camberley Independents.

The Group will be made up of members comprising elected representatives from wards in and adjacent to the Town Centre, to include at least one member of the Executive. The wards which will be given priority for representation on the Working Group are:

- Heatherside
- Old Dean
- Parkside
- St Michaels
- St Pauls
- Town
- Watchetts

The Chairman of the Working Group will be appointed at the first meeting of the municipal year.

Overall Aim

To consider and make recommendations to the Executive on such future improvement projects to Camberley Town Centre as the Executive directs during the year, and support the Executive's decision on any future regeneration proposals.

Key Objectives

1. To review those proposals for initiatives that support its role within the town centre and make recommendations to the Executive accordingly, in accordance with the terms agreed by the Executive for each project.
2. To consider the actions required for Camberley Town Centre to become a digital town.
3. To consider any matters relating to the Camberley Theatre as directed.
4. To receive update reports on Public Realm works and comment on proposals.
5. To review the Parking Charge strategy for town centre car parks

Meetings

The Working Group will meet as and when needed.

Climate Change Working Group

Terms of Reference

The Climate Change Working Group is a Working Group of the Executive

Membership

The Group will be made up of 9 members comprising 4 members from the Conservative Group, 2 members from the Liberal Democrats Group, 1 member from the Community Group, 1 member from the Camberley Independents Group and 1 member from the Green Group.

Key Objectives

1. To review and make recommendations to Council on:
 - a. setting up an annual carbon audit to include the Council's carbon footprint and a roadmap for achieving this aim by the beginning of 2020.
 - b. any immediate actions it should take to address this emergency, offer best efforts to forecast progress towards meeting the 2030 target and produce a methodology to compare the borough with other local second tier districts.
 - c. placing climate change on agendas to be discussed at appropriate committees – to build strategies and action plans with timescales.
 - d. Working with Surrey County Council and other partner organisations to make possible the 2030 target date set by scientists and the IPCC for total carbon neutrality.
 - e. creating a budget for grants to encourage and enable carbon-reduction and mitigation schemes within Surrey Heath. The primary criterion for assessing applications to the fund should be CO2 savings per pound spent.
 - f. Implementing an equal or greater strategy to the PPS1/Merton Rule Standards of high-energy efficiency and 10% renewable energy standards, through the new local plan or supplementary guidance, to be met in planning applications. Ensure zero/low carbon standards are adopted in future development and are incorporated into Neighbourhood Plans, the new Local Plan, other Local Area strategic planning and revisions to building regulations and National Policy planning. Adopt a brown fields first policy.
 - g. adopting a planned trajectory for the divestment of funds and pension scheme away from non-ethical and fossil fuel based investments.
2. To report actions undertaken to address this emergency to Council or Executive as appropriate at least 3 times a year and inform Council or Executive of planned actions for the next period.
3. To seek ways to facilitate and encourage the community to reduce direct and indirect CO2 emissions and conserve and enhance biodiversity in

order to become resilient to changes caused by the changing climate by taking active steps where possible to encourage:

- a) increased use of sustainable transport
 - b) reductions in energy use in homes, shops, businesses and elsewhere and a public education campaign in order to facilitate this
 - c) co-operation with organisations seeking to build sustainable developments that minimise carbon emissions
 - d) development and use of renewable energy sources
 - e) production, sale and consumption of locally sourced and sustainably produced food
 - f) adoption of wildlife friendly land and water management practices
 - g) provide the appropriate training for council officers in order to implement the above.
 - h) any other methods of achieving the aims above
4. To oversee implementation and liaise with local businesses, landowners, community organisations and residents to make a positively beneficial impact on the environment and biodiversity in the District. In conjunction with this consider a Citizen's Assembly to address the issues.
5. To work in strategic partnership with the other 10 Surrey Borough and District Councils and Surrey County Council.

Meetings

The Working Group will meet as and when needed.

Equality Working Group

Terms of Reference

The Equality Working Group is a Working Group of the Executive

Membership

The Group will be made up of 9 members comprising 4 members from the Conservative Group, 2 members from the Liberal Democrats Group, 1 member from the Community Group, 1 member from the Camberley Independents Group and 1 member from the Green Group.

The Chairman of the Working Group will be the Support & Safeguarding Portfolio Holder.

Overall Aim

To demonstrate high level commitment to equality and diversity including employment within the Council and services provided to the whole community.

Key Objectives

1. To lead on all matters to do with equality for the Council in accordance with current and relevant policy.
2. To carry out an audit of the Council's work to promote LGBTQ+ equality and inclusivity and formulate an annual work plan, for approval by the Executive, in order to balance the Council's resources and community priorities within the whole range of the defined characteristics of the Equality Act 2010.
3. To make recommendations to the Executive to move the equality and diversity process forward where necessary.

Meetings

The Working Group will meet three times a year or when needed.

Local Plan Working Group

Terms of Reference

The Local Plan Working Group is a Working Group of the Executive.

Membership

The Group will be made up of 10 members comprising 4 members from the Conservative Group, 3 members from the Liberal Democrats Group, 1 member from the Community Group, member from the Camberley Independents Group and 1 member from the Green Group 1.

The Chairman of the Working Group will be the Planning & People Portfolio Holder.

Overall Aim

To consider and make recommendations to the Executive, and the Council, in relation to the Local Development Scheme and other documents with a view to the adoption of the Surrey Heath Local Plan.

Key Objectives

1. To keep under review the timetable for the preparation of documents, as set out in the Local Development Scheme.
2. To consider background evidence studies and their implications for policies.
3. To consider the approach to consultation, the responses received to key documents and the implications for policies.
4. To progress a review of the Community Infrastructure Levy should this be required as a result of the Local Plan Review
5. To consider main development site opportunities and more detailed site specific guidance in the form of Supplementary Planning Documents.
6. To consider other Local Development Documents and Supplementary Planning Documents as required.

Meetings

The Working Group will meet as required.

Surrey Heath Villages Working Group

Terms of Reference

The Surrey Heath Villages Working Group is a Working Group of the Executive.

Membership

The Group will be made up of 10 members comprising 3 [4] members from the Conservative Group, 3 members from the Liberal Democrats Group, 2 members from the Community Group, and 1 member from the Green Group.

The Chairman of the Working Group will be appointed at the first meeting.

Overall Aim

To consider sustainable opportunities to assist with securing the future vitality and growth of rural and village locations, in order to meet the needs of the communities they serve.

Key Objectives

To consider opportunities which:

1. include a viable business plan to support their funding, where necessary, and how such funding will be achieved
2. consider the role of parishes in parished areas and their commitment to improvements
3. demonstrate how the community has/will respond to the proposal, together with how the area will benefit from the initiative.

Meetings

The Working Group will meet as required.

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Appointment of Members to Outside Bodies 2020/21

Summary

To make appointments to outside bodies for the 2020/21 municipal year.

Portfolio: Leader

Date Portfolio Holder signed off report: 7 May 2020

Wards Affected: All

Recommendation

The Executive is advised to RESOLVE

- (i) to make appointments to the outside bodies listed at Annex A; and
- (ii) that 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.

1. Resource Implications

- 1.1 Under the Members' Allowance Scheme Members are entitled to claim travelling expenses to meetings of outside bodies for journeys in excess of 3 miles. The only expense relating to these appointments is the payment of travelling allowances which can be met within existing budgets.

2. Key Issues

- 2.1 Every year, the Council is asked to nominate and make appointments to a number of outside bodies.
- 2.2 The Council wishes to monitor the activities of these organisations through the Council's representatives during the year in order for it to judge whether it is appropriate, given the Council's corporate priorities and the many calls on councillors' time, to make appointments to certain outside bodies.
- 2.3 Councillors who are appointed to represent the Council on an outside body for the 2020/21 municipal year will be requested to keep the relevant portfolio holder apprised of the activities of that organisation.
- 2.4 A brief description of the purpose of each of the organisations, and the role of a Member appointed to that organisation, is available on the Council's website.

- 2.5 It is Council policy not to appoint representatives to outside bodies where no councillor has expressed an interest in being appointed or where the activities of the organisation concerned are not a priority for the Council.
- 2.6 Appointments to Miss Gomms Trust are made of a four year term, with 3 Trustees retiring in 2020/21 as follows:
- Chris Pitt
 - Joanne Potter
 - Rev Chris Russell

The outgoing Trustees have been contacted and all of them have indicated a wish to be re-appointed as a trustee.

- 2.7 It is not proposed to appoint a representative a representative to Heathrow Community Engagement Board as the organisation has advised that this is no longer relevant.
- 2.8 A number of appointments are made in respect of positions held on the Executive:

Outside Body	Appointment
Joint Waste Collection Services Committee	Relevant Portfolio Holder Substitute Executive Member
Local Government Association - General Assembly	Leader of the Council Substitute Executive Member
South East England Councils	Leader of the Council Substitute Executive Member
Surrey Environment Partnership (formerly Surrey Waste Partnership)	Relevant Portfolio Holder
Surrey Heath Sports Council	1 Member – relevant Portfolio Holder
Surrey Heath Partnership	Leader of the Council Relevant Portfolio Holder
Surrey Leaders' Group	Leader of the Council

- 2.9 The list of Outside Bodies to which it is proposed to appoint members is attached at Annex A. Nominations to the Outside Bodies will be laid on the table at the meeting.

3. Options

3.1 The Executive has the option to make appointments to the outside bodies set out at Annex A or not to make some or any of the appointments.

4. Proposals

4.1 The Executive is asked to appoint representatives to the bodies set out at Annex A.

5. Local Government Act 1972 - Approved Duties

5.1 The outside bodies referred to at Annex A meet the requirements of the Council's Members' Allowances Scheme in respect of an approved duties for the payment of travelling expenses.

Annexes	Annex A – list of outside bodies for 2020/21 and current representatives. Annex B – List of nominations for 2020/21 (to follow)
Background Papers	None
Author/Contact Details	Rachel Whillis – Democratic Services Manager rachel.whillis@surreyheath.gov.uk
Executive Head of Service	Richard Payne - Executive Head - Corporate

Appointment of Representatives to serve on Outside Bodies

Organisation	Representative 2019/20
Basingstoke Canal Joint Management Committee	Cllr David Lewis Cllr Sarah Jane Croke (sub)
Blackwater Valley Advisory Committee for Public Transport	Cllr Edward Hawkins Cllr Valerie White Cllr David Lewis (sub) Vacancy (sub)
Blackwater Valley Countryside Partnership	Cllr Sarah Jane Croke Cllr David Lewis
Briars Centre Management Committee	Cllr Sharon Galliford
Camberley Town Football Club – Observer	Cllr Valerie White
Chobham Common Liaison Group	Cllr Pat Tedder Cllr Victoria Wheeler
Citizens Advice Bureau Management Committee	Cllr David Lewis
Deepcut Village Association	Cllr Paul Deach
Fairoaks Airport Consultative Committee	Cllr Victoria Wheeler
Farnborough Aerodrome Consultative Committee	Cllr Josephine Hawkins Cllr Richard Brooks (Sub)
Frimley Community Centre Management Committee	Cllr Darryl Ratiram
<i>Frimley Fuel Allotments Charity (4 year appointments)</i> No appointments to be made in 2020/21	<i>Cllr Dan Adams</i> <i>Cllr Cliff Betton</i> <i>Cllr Robin Perry</i> <i>Cllr Graham Tapper</i>
Heatherside Community Centre Council	Cllr John Skipper Cllr Graham Tapper
Heathrow Community Noise Forum	Cllr Victoria Wheeler Cllr Charlotte Morley (sub)
<i>Henry Smith Charity (4 year appointments)</i> No appointments to be made in 2020/21	<i>Cllr Sarah Jane Croke</i> <i>Cllr Shaun Garrett</i> <i>Cllr Pat Tedder</i>
Joint Waste Collection Services Committee	Cllr Vivienne Chapman (subsequently Cllr David Mansfield) Cllr Josephine Hawkins (sub)
Local Government Association - General Assembly	Leader of the Council – Cllr Richard Brooks Cllr Charlotte Morley (sub)
Miss Gomms Trust (4 year appointments) 3 appointments to be made in 2020/21	Cllr Colin Dougan (appointment ends in May 2023) Martin Goodway (appointment ends in May 2022) Chris Pitt (appointment ends in May 2020)

	Joanne Potter (appointment ends in May 2020) Rev Chris Russell (appointment ends in June 2020) Cllr Pat Tedder (appointment ends in May 2022)
Mytchett Community Association General Committee	Cllr Paul Deach Cllr Helen Whitcroft (sub)
Parity for Disability	Cllr Helen Whitcroft
Parking and Traffic Regulation outside London Adjudication Joint Committee (4 year appointments) No appointments to be made in 2020/21	Cllr Graham Alleway Cllr Paul Deach (sub)
RELATE North East Hants and Borders	Cllr Helen Whitcroft
South East England Councils	Leader of the Council – Cllr Richard Brooks Cllr Charlotte Morley (sub)
Surrey County Playing Fields Association	Cllr Pat Tedder
Surrey Environment Partnership	Cllr Vivienne Chapman
Surrey Heath Age Concern	Cllr David Lewis
Surrey Heath Arts Council	Cllr Shaun Garrett Cllr David Lewis Cllr Morgan Rise Cllr Edward Hawkins (sub)
Surrey Heath Duke of Edinburgh Award Forum	Cllr Richard Brooks
Surrey Heath Local Area Committee	Cllr Vivienne Chapman Cllr Josephine Hawkins Cllr Rebecca Jennings-Evans Cllr Sashi Mylvaganam Cllr Pat Tedder Cllr Valerie White 2 vacancies (subs)
Surrey Heath Partnership	Cllr Richard Brooks Cllr Josephine Hawkins
Surrey Heath Sports Council	Cllr Dan Adams Cllr Rebecca Jennings-Evans Cllr Charlotte Morley Cllr John Skipper
Surrey Heath Youth Focus	Cllr Valerie White Cllr Kristian Wrenn
Surrey Leaders' Group	Cllr Richard Brooks
Thames Basin Heaths Joint Strategic Partnership Board	Cllr Edward Hawkins Cllr David Lewis (sub)
Voluntary Support North Surrey	Cllr Tim FitzGerald Cllr Charlotte Morley (sub)

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Appointments to Surrey Leaders' Group Outside Bodies

Summary

The Executive is asked to consider making nominations to Surrey Leaders' Group outside bodies.

Portfolio: Leader

Date Portfolio Holder signed off report: 7 May 2020

Wards Affected: All

Recommendation

The Executive is advised to make any nominations to the Surrey Leaders' Group Outside Bodies, as listed at Annex A, as considered appropriate.

1. Resource Implications

- 1.1 Under the Members' Allowance Scheme, Members are entitled to claim travelling expenses to meetings of outside bodies for journeys in excess of 3 miles. The only expense relating to these appointments is the payment of travelling allowances, which can be met by the existing budget.

2. Key Issues

- 2.1 Every year, the Council is asked to nominate and make appointments to a number of outside bodies.
- 2.2 The Council has also been invited by the Surrey Leaders' Group, which consists of the eleven districts councils in Surrey and Surrey County Council, to nominate representatives to serve on various outside bodies. The Surrey Leaders' Group has advised that there will be two positions to be filled for 2020/21, as shown at Annex A.
- 2.3 Nominations are required by 12 June 2020. A nomination application is attached at Annex B.

3. Options

- 3.1 The Executive has the option to make nominations to the Surrey Leaders' Group for the bodies as set out at Annex A or not to make some or any of the nominations.

4. Proposals

- 4.1 The Executive is asked to consider whether to make any nominations to Surrey Leaders' Group for the bodies as set out at Annex A.

5. Local Government Act 1972 - Approved Duties

- 5.1 The outside bodies referred to at Annex A meet the requirements of the Council's Members Allowances Scheme in respect of approved duties for the payment of travelling expenses.

Annexes	Annex A – list of outside bodies Annex B – nomination form
Background Papers	None
Author/Contact Details	Rachel Whillis – Democratic Services Manager rachel.whillis@surreyheath.gov.uk
Executive Head of Service	Richard Payne - Executive Head of Corporate

Nominations to the Surrey Leaders' Group Outside Bodies

SCC Adults and Health Select Committee (formerly the SCC Wellbeing and Health Scrutiny Board)

The following services are included within the remit of the Adults and Health Select Committee:

- Statutory health scrutiny
- Adult Social Care (including safeguarding)
- Health integration and devolution
- Review and scrutiny of all health services commissioned or delivered within Surrey
- Public Health
- Review delivery of the Health and Wellbeing Strategy
- Health and Wellbeing Board
- Future local delivery model and strategic commissioning

NOTE: Nominees cannot be a Member of the Council's Executive (or equivalent) and should be members of the Council's Scrutiny (or equivalent) committee.

Meets: Six times a year

Time: 10.30am.

Venue: Surrey County Council

Countryside Access Forum

The Forum is an independent body that advises the County Council and others on improving access to the countryside. It has a maximum of 22 members who represent a broad range of interests, including farmers, landowners and those who earn their living in the countryside; users who enjoy the countryside in many different ways; and other relevant interests, such as nature conservation.

Future meetings of the Forum are scheduled for:

- Monday 20 July 2020 at 1.30pm (Venue to be confirmed)
- Monday 19 October 2020 at 1.30pm (Venue to be confirmed)

Venue: Various venues around central Surrey

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Nominations to outside bodies on behalf of Boroughs/Districts

Name of outside body to which nomination is being proposed	
Section 1 – Details of nominee	
Name	
Authority	
Date elected to Borough/District Council	
Date elected to County Council (if applicable)	
Political affiliation	
Address	
Phone number	
Email	
Section 2 – Detail of nomination	
Please confirm that this nomination has been confirmed by the council or its appropriate committee (including the date of the meeting)	

Section 3 – Background and experience

Please give details of any relevant background or experience

Please explain your interest in this position and why you would be suited to fill it (continue on a separate sheet if necessary)

Please use this space to provide any other information you wish to have considered

Establishment of a Property Investment Working Group

Summary

To consider appointing an Executive Working Group, to be known as the Property Investment Working Group, to lead on all matters associated with the Council's Property Investment Strategy and property portfolio.

To consider and review previous delegations made to officers in respect of property matters.

Portfolio - Leader

Date Portfolio Holder signed off report: 18 May 2020

Wards Affected: All

Recommendation

The Executive is advised to RESOLVE that

- (i) a Property Investment Working Group be established;
- (ii) the Terms of Reference for the Property Investment Working Group, as set out at Annex A to this report, be adopted;
- (iii) members be appointed to the Property Investment Working Group in accordance with Paragraph 2 of this report; and
- (iv) the delegations to the Chief Executive in consultation with Land & Property Board to agree any authorisations in the Property Acquisition Strategy be rescinded.

1. Key Issues

Establishment of a Property Investment Working Group

1.1 It is proposed to establish a Property Investment Working Group to lead on the Council's property investments. In particular, it is proposed that the Working Group will:

- 1.1.1 recommend to the Executive the acquisition of any properties in the London Road development site, in accordance with the Property Investment Strategy, including the use of Compulsory Purchase Order powers where necessary;
- 1.1.2 review opportunities for and make recommendations to the Executive on the acquisition of property for investment or regeneration purposes;

- 1.1.3 monitor the due diligence following any decision by the Executive to acquire a property;
 - 1.1.4 consider any redevelopment proposals for the Council's properties and make any recommendations to the Executive;
 - 1.1.5 make recommendations to the Executive on the disposal of any of the Council's property.
- 1.2 The Property Investment Strategy (formerly known as the Property Acquisition Strategy) is currently being reviewed and will be considered at a future Executive meeting.

Delegations to the Chief Executive in consultation with the Land & Property Board

- 1.3 At its meeting on 9 February 2016, the Executive resolved to establish a Land & Property Board. Authority was delegated to the Chief Executive in consultation with the Board to make any authorisations set out in the Property Acquisition Strategy.
- 1.4 The establishment of the Working Group supersedes the Land & Property Board and as a result this delegation to the Chief Executive is rescinded. These decisions required will be made by the Executive.

2. Membership of the Working Group

- 2.1 It is proposed that the membership of the Working Group is comprised as follows:
 - The Leader of the Council
 - The Portfolio Holder with responsibility for Economic Development
 - Leader of the largest opposition group
 - One non-executive member of the Council

3. Resource Implications

- 3.1 There are no direct resource implications arising from the establishment of this Working Group. Any costs associated with facilitating the Working Group can be met from within existing budgets.

4. Options

- 4.1 The Executive can choose to appoint a Property Investment Working Group, with Terms of Reference as set out at Annex A to this report, or not to appoint this Working Group. Alternatively, it can choose to appoint a Property Investment Working Group with the Terms of Reference amended as considered appropriate.

5. Proposals

5.1 It is proposed that the Executive appoints a Property Investment Working Group, with Terms of Reference as set out at Annex A.

6. Corporate Objectives And Key Priorities

6.1 The establishment of this Working Group will support the following priorities:

6.1.1 Place – To deliver an improved Camberley Town Centre for the benefit of residents.

6.1.2 Prosperity – To strengthen the Council's financial independence by increasing our own income.

6.1.3 Performance – To maximise every opportunity to improve the use of our land and buildings.

7. Legal Issues

7.1 There are no specific legal issues arising from this report.

8. Governance

8.1 There are no specific governance matters arising in the report, except the recognition that all decisions relating to the acquisition, disposal and redevelopment of properties will now be under taken by the Executive.

9. Risk Management

9.1 The Working Group will assess any risks associated with any decision to acquire, sell or redevelop property. These assessments will be presented to the Executive when it is asked to consider a recommendation from the Working Group.

Annexes	Annex A - Proposed Terms of Reference for the Property Investment Working Group
Background Papers	None
Author/Contact Details	Rachel Whillis – Democratic Services Manager Rachel.whillis@surreyheath.gov.uk
Head of Service	Richard Payne - Executive Head of Corporate

Property Investment Working Group Terms of Reference

The Property Investment Working Group is a Working Group of the Executive
Membership

The Group will be made up of:

- The Leader of the Council
- The Portfolio Holder for Economic Development
- Leader of the largest opposition group
- A non-executive member

The Chairman of the Working Group will be the Leader of the Council.

Overall Aim

To lead on all matters relating to the Council's Property Investment Strategy and property portfolio.

Key Objectives

1. To consider any acquisitions of London Road Block properties in accordance with the Property Investment Strategy and make recommendations to the Executive.
2. To recommend to the Executive the use of Compulsory Purchase Order powers to acquire any properties within the London Road development site.
3. To consider any opportunities for the acquisition of investment property and make any recommendations to the Executive on whether to acquire the property.
4. To monitor any due diligence work undertaken following the Executive's decision to acquire a property.
5. To consider any business cases for the redevelopment of properties within the Council's portfolio and make recommendations to the Executive as appropriate.
6. To make any recommendations to the Executive on the disposal of any of the Council's property.

Meetings

The Working Group will meet once a month.

Exclusion of Press And Public

Recommendation

The Executive is advised to RESOLVE that, under Regulation 4 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the public be excluded from the meeting for the following items of business on the ground that they involve 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>Item</u>	<u>Paragraph(s)</u>
12	1&3
13	3
14	3
15	1&3

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Regulation 21(1)(A) of the Local Authorities (Executive
Arrangements) (Access to Information) (England)
Regulations 2000.

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