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Wednesday, 1 September 2021

To: The Members of the **EXECUTIVE**
(Councillors: Alan McClafferty (Chairman), Colin Dougan, Shaun Garrett,
Rebecca Jennings-Evans, David Mansfield, Adrian Page and Robin Perry)

Dear Councillor,

A meeting of the **EXECUTIVE** will be held at Surrey Heath House on Thursday, 9 September 2021 at 6.30 pm. The agenda will be set out as below.

Please note that this meeting will be recorded.

Yours sincerely

Damian Roberts

Chief Executive

AGENDA

Pages

Part 1 (Public)

- | | | |
|----|------------------------------|-------|
| 1. | Apologies for Absence | - |
| 2. | Minutes | 3 - 6 |

To confirm and sign the minutes of the meeting held on 17 August 2021 (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. | Exclusion of Press and Public | 7 - 8 |
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Part 2 (Exempt)

5. Contract Award for the Night Stop project -

Report to follow.

6. Review of Exempt Items -

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 17
August 2021**

+ Cllr Alan McClafferty (Chairman)

+ Cllr Colin Dougan	+ Cllr David Mansfield
+ Cllr Shaun Garrett	+ Cllr Adrian Page
+ Cllr Rebecca Jennings-Evans	+ Cllr Robin Perry

+ Present

In Attendance: Cllr Graham Alleway, Cllr Peter Barnett, Cllr Rodney Bates, Cllr Cliff Betton, Cllr Paul Deach, Cllr Tim FitzGerald, Cllr Sharon Galliford, Cllr Sashi Mylvaganam, Cllr Graham Tapper, Cllr Pat Tedder and Cllr Valerie White

38/E Minutes

The minutes of the meeting held on 20 July 2021 were confirmed and signed by the Chairman.

39/E Questions by Members

In response to a question from Councillor Paul Deach, the Leader updated Members on the resettlement of five Afghan families in the borough, following the decision taken by Urgent Action which had been reported to the previous meeting. He reported that two families had arrived and a further three families would be arriving over the next three weeks. The Leader also emphasised the Council's commitment to supporting this work.

The Executive was updated on a decision made in 2016 to resettle Syrian refugee families, following a question from Councillor Rodney Bates. The Leader advised that, although the Council had committed to host ten households in the borough, at present five families had been resettled. He informed Members that the Council was still committed to taking the number of households agreed.

40/E Contain Outbreak Management Fund

The Executive was informed that a government fund known as the Contain Outbreak Management Fund (COMF) had been set up to provide funding to local authorities to help reduce the spread of coronavirus and support local public health initiatives during the Covid-19 pandemic.

The total funding for Surrey was calculated based on the alert level which areas were in at the time and on a per population head basis, with districts and boroughs allocated 37.5% of the county funding. This Council had successfully bid for the funding which had now been received. The funding was allocated in five tranches: payment totalling £359,483 had been received for tranches 1 and 2 and the Council's entitlement for tranches 3 to 5 amounted to £440,146.07.

It was reported that the funds had to be spent on pre-determined categories, which were set out in the agenda report.

RESOLVED that

- (i) the funding received from the Contain Outbreak Management Fund and the expenditure made against tranches 1 and 2 of the fund be noted; and**
- (ii) authority be delegated to the Section 151 Officer, in consultation with the Environment & Health Portfolio Holder and Finance Portfolio Holder, to make expenditure from the Contain Outbreak Management Fund against categories set out in Annex A to the agenda report.**

41/E Disabled Facility Grant

The Executive was reminded that the Council provided Disabled Facilities Grants (DFGs) to disabled residents to provide essential adaptations to their homes. The maximum DFG award was set at £30,000, although local authorities could, with a Policy in place, add additional discretionary funding.

The Council had a Home Assistance Policy that allowed the Housing Services Manger discretion to award additional funding where there were no other avenues of funding available, which was capped at £15,000. It was reported that the Council's Home Improvement Agency had a case where a full DFG had been awarded along with the discretionary £15,000 and a top up from Social services; however, the cost of the works was still not covered by up to £15,000. Members were therefore asked to consider a discretionary top up to the DFG.

It was agreed that, although this was the first time it had not been possible to secure alternative funding where the Council's contribution has not been sufficient, it had highlighted an area of possible future concern and it was therefore agreed that the Home Assistance Policy be reviewed.

RESOLVED that

- (i) the Housing Services Manger be authorised to provide a discretionary top up to a Disabled Facilities Grant to enable the adaption of a disabled resident's home up to the value of £15,000; and**
- (ii) a review of the Home Assistance Policy be undertaken.**

42/E Exclusion of Press and Public

In accordance with Regulation 4 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the press and public were excluded from the meeting for the following items of business on the ground that they involved the likely disclosure of exempt information as defined in

the paragraphs of Part 1 of Schedule 12A of the Local Government Act 1972 as set out below:

Minute	Paragraph(s)
43/E	3
44/E	3

43/E Doman Road Depot, Bulking Facility

The Executive considered a report concerning the replacement of the bulking shed at Doman Road Depot. Members were reminded that, in 2019, it had been agreed to replace the current bulking shed, which was a temporary structure, with a more permanent structure and update the capital programme in order to fund those works.

Due to delays in the National Waste Strategy, including uncertainty on what the Government's requirements would be for the handling of recycling materials, it was now proposed to remove those works from the capital programme. It was also proposed to undertake a feasibility study into rebuilding of the bulking shed, including matters such as producing drawings, preparing specifications, inviting tenders, and applying for planning permission.

Timescales were dependent on the publication of the Waste Strategy, which was expected to be prescriptive about how recycling materials were to be handled. It was expected that the Strategy would be published within the next few months and therefore hoped that the feasibility study would be completed in early 2022. A further report requesting approval of the project would be brought to Members following completion of the study.

RESOLVED that

- (i) a detailed feasibility study be undertaken for the erection of a permanent building to bulk recycling materials at the Council's Depot at Doman Road; and**
- (ii) the financial approval for the project will be requested following the completion of a detailed feasibility exercise including receipt of tender prices be noted.**

RECOMMENDED to Council that

- (i) the Bulking Shed at Doman Road be removed from the Capital Programme at this time; and**
- (ii) a supplementary estimate of £20,000 be agreed to cover the cost of the feasibility study for the rebuilding of the bulking shed in the Council's Depot at Doman Road, including producing drawings, preparing specifications, inviting tenders, and applying for planning permission.**

44/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 the decision at minute 43/E be made public.

Chairman

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>
5	3
6	3

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