

**Minutes of a Meeting of the Executive
held on 23 June 2020**

+ Cllr Alan McClafferty (Chairman)

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

+ Present

In Attendance: Cllr Rodney Bates, Cllr Cliff Betton, Cllr Sharon Galliford, Cllr Shaun Garrett, Cllr Emma-Jane McGrath, Cllr Sashi Mylvaganam, Cllr Robin Perry, Cllr Graham Tapper, Cllr Victoria Wheeler, Cllr Valerie White and Cllr Kristian Wrenn

14/E Minutes

The open and exempt minutes of the meeting held on 26 May 2020 were confirmed and signed by the Chairman.

15/E End of Suspension of Parking Charges in Camberley Town Centre and Introduction of Low Paid Workers' Season Ticket

The Executive received a report proposing the re-introduction of car parking charges in Camberley Town Centre, which had been temporarily suspended in March 2020 due to the COVID-19 pandemic. It was noted that it was not proposed to re-introduce charges in the Borough's out of town car parks at that time.

Having considered the options, it was agreed to reintroduce parking charges to Knoll Road and Main Square Car Parks from 13 July 2020 until 13 September 2020, at which time the suspension of charges would be further reviewed. However, the tariffs for up to 4 hours parking at these Car Parks would remain suspended.

The Executive discussed a proposed Parking Subsidy Season Ticket aimed at lower paid workers and supported its introduction. Members also discussed the Government's instruction to give NHS and carers free parking. It was agreed to clarify that the term 'carers' referred to those employed in a caring capacity.

Members were advised that these decisions would be subject to a Notice of Variation as required by the Road Traffic Regulation Act 1984, which could affect the date for implementing these decisions.

RESOLVED that

- (i) subject to (ii), between 13 July 2020, or as soon as is practicable after this date, and 13 September 2020, existing parking charges be reintroduced to Knoll Road and Main Square Car Parks;**
- (ii) the tariffs for up to 4 hours parking at Knoll Road and Main Square Car Parks remain suspended until 13 September 2020;**
- (iii) a further review of re-introducing parking charges be**

undertaken before 13 September 2020;

- (iv) parking charges remain suspended in the rural car parks beyond 13 July 2020;**
- (v) a Parking Subsidy Season Ticket be introduced for a 12 month period at £10 per month on 13 July 2020 or as soon as is practicable after this date;**
- (vi) the criteria and eligibility for this Season Ticket be as set out at Annex 2 to the agenda report;**
- (vii) the Parking Subsidy Season Ticket be reviewed after 12 months; and**
- (viii) the continued suspension of tariffs for up to 4 hours parking at Knoll Road and Main Square Car and Parking Subsidy Season Ticket be communicated widely using multiple channels and advertised in the local paper, online and in each car park affected as required by the Road Traffic Regulation Act 1984.**

16/E Kevin Cantlon Fund Repurposing –Economic Recovery

The Executive was reminded that in 2017 a Shopfront Scheme fund of £100,000 had been agreed which would be available for eligible businesses to seek grants to improve their shopfronts. It was reported that there had been a low take up of the fund, with £87,000 remaining in the budget.

It was proposed to repurpose the remaining budget in the Scheme allowing for greater support to be given to businesses following the COVID-19 outbreak. The business support would be in line with the current and future economic development strategies to ensure that the projects delivered were consistent with the borough's needs and wider objectives.

It was noted that the proposed repurposing of the funds would provide sufficient flexibility and scope to award grants as required in the uncertain economic climate; furthermore, it was clarified that repurposing the fund would not preclude eligible businesses from applying for grants to upgrade their shopfronts.

RESOLVED that

- (i) the remaining budget left in the Kevin Cantlon Shop Fronts Scheme be re-purposed for business support projects following the COVID-19 Crisis;**
- (ii) as part of the business support work, Economic Development work with organisations and associations who work with businesses to support and guide the Council in the correct level and type of business support needed;**
- (iii) research be undertaken either at Local Authority level or with Borough and District colleagues to understand the impacts**

and needs of the business community so that support can be targeted; and

- (iv) authority to spend the fund be delegated to the (Acting) Chief Executive in consultation with the Business & Transformation Portfolio Holder.**

17/E EM3 LEP - Bid for funding - Surrey Heath Online Retail Experience (SHORE)

The Executive was informed that Enterprise M3 Local Enterprise Partnership (LEP) had launched a Supporting Town Centres call for projects of up to £100,000 that would help re-start the local economy. The Economic Development team had been working with the world's largest e-commerce company Alibaba and start-up technology company Bubbl to form a bid to the LEP for a borough App that housed a UK first live-commerce and proximity marketing platform, from which businesses would be able to promote and sell.

Members were advised that all LEP bids required a match funded contribution from partners. It was proposed that the Council would contribute £10,000 of monetary contributions and a further £40,000 of other resources, which would primarily involve officer time, to support the initial build and ongoing promotion; Montagu Evans and Collectively Camberley BID had already pledged support for the project.

It was confirmed that the App would be developed alongside partners, but owned by the Council. As the App would be publicly funded there would be no intention to generate revenue for the first 12 months; however, it was anticipated that there would be income from membership once the pilot 12 months had passed and marketing revenue could be achieved.

RESOLVED that

- (i) the bid to the EM3 Local Enterprise Partnership for 'Supporting Town Centre Funds' be endorsed; and**
- (ii) the Council's financial contribution to the overall LEP bid, including staffing resource be noted.**

RECOMMENDED to Full Council that the Capital Programme be amended by £10,000 to fund the Council's contribution towards the Surrey Heath Online Retail Experience project.

18/E Highways liability to support social distancing messaging in the Borough

The Executive was informed that Surrey County Council (SCC) Highways team had been working with borough and district authorities to identify and deliver measures to enable safer active travel in the context of social distancing during the Covid-19 pandemic. Some authorities, including this Council, had approached SCC about installing social distancing stickers/decals on pavements to delineate safe distances for queueing.

It was reported that SCC's original position had been to not allow these measures, given a host of issues they presented in respect of liability and maintenance, but it had subsequently recognised the need to enable spaces to be as safe as possible as people returned to the high street. SCC had agreed to allow these measures, including decals on pavements, for the period of social distancing; however, boroughs and district authorities would be expected to take over the liability required to ensure the Health and Safety of users of the public spaces.

Members agreed to undertake this liability for the duration that these social distancing measures were required, but also agreed to write to the Leader of SCC expressing concern about its decision to require borough and district authorities to take on this liability.

RESOLVED that

- (i) temporary liability be accepted for social distancing decals on the pavements across the borough which have been purchased and provided by the Council and/or Collectively Camberley BID until the removal of the decals;**
- (ii) a letter be sent from the Leader and Acting Chief Executive to the Leader of Surrey County Council expressing concern about the boroughs and districts being asked to take on this liability.**

19/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)
14/E (part)	1&3

Chairman