

**Minutes of a Meeting of the Executive  
held on 19 January 2021**

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+ 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 Graham Alleway, Cllr Peter Barnett, Cllr Rodney Bates, Cllr Paul Deach, Cllr Tim FitzGerald, Cllr Sharon Galliford, Cllr Edward Hawkins, Cllr Sashi Mylvaganam, Cllr Graham Tapper, Cllr Pat Tedder, Cllr Victoria Wheeler, Cllr Helen Whitcroft and Cllr Valerie White

**86/E Minutes**

The minutes of the meetings held on 9 December and 15 December 2020 were agreed.

**87/E Questions by Members**

The Leader responded to a question from Councillor Graham Alleway concerning the Department for Transport's consultation on parking restrictions on pavements.

**88/E Revenue Grants 2021/22**

The Executive was informed that the Council funded a number of voluntary organisations which either worked in partnership with the Council or performed functions on the Council's behalf.

Members were reminded that in 2019 a review of the Revenue Grant scheme had been undertaken to assess whether grants were being made at the correct levels, to the right organisations, and the value for money of the revenue grants realised. A revised scheme had been agreed in September 2019, to be introduced from 1 April 2020. The review had introduced ring fencing to 3 organisations who worked with the Council: Citizens Advice Surrey Heath, Blackwater Valley Partnership and the Basingstoke Canal Authority.

Service level agreements had been introduced in 2013 to enable the Council to set out targets and outcomes to be achieved throughout the year. The agreements were used to monitor the performance of organisations throughout the year. Grant payments were only made after a successful monitoring report was received.

The Executive considered the grants sought by the organisations which had applied for Revenue Grants for 2021/22, the relevant supporting information concerning those organisations, and the amounts it was proposed to award.

Members were advised that it was proposed to delegate the decision on the application from the Autism Trust UK, with a suggestion that a maximum of £5,000

be awarded following further information relating to the benefits to local Surrey Heath clients.

The Executive was informed it was proposed to decline applications from Penifcent Ltd, Camberley Care Trust, Creative Minds Community, and Camberley Cricket Club and noted the reasons for these decisions, as set out in the agenda report. It was also proposed that the application from Lightwater Connected be declined that year, but a further application would be welcomed when it became a formalised group.

In response to suggestions from Members, it was agreed to consider including information in future reports on the levels of unrestricted reserves held by the organisations and the number of months they could expect to operate without a grant.

**RESOLVED that**

- (i) the following Revenue Grants for 2021/22 be awarded to:**
  - a. Surrey Heath Citizens Advice (CASH) – £80,000;**
  - b. Voluntary Support North Surrey - £30,000;**
  - c. Surrey Heath Age Concern - £10,000;**
  - d. Camberley Central Job Club - £7,000**
  - e. Catalyst Support - £1,500;**
  - f. The Hope Hub - £31,500;**
  - g. VSNS-Time to Talk - £10,000;**
  - h. Basingstoke Canal Authority - £10,000;**
  - i. Blackwater Valley Countryside Partnership - £10,000;**
  - j. Surrey Heath Sports Council - £3,500;**
- (ii) the other in-kind benefits provided to organisations be noted;**
- (iii) all grants be subject to Service Level Agreements;**
- (iv) the Autism Trust grant decision to be delegated to the Executive Head of Transformation in consultation with the Support & Safeguarding Portfolio Holder to clarify the local benefit of this application;**
- (v) no Revenue Grant be awarded to Penifcent Ltd, Camberley Care Trust, Camberley Cricket Club, or Creative Minds Community;**
- (vi) Surrey Heath Arts Council's decision not to apply for a Revenue Grant for 2021/22 be noted; and**
- (i) No Revenue Grant be awarded to Lightwater Connected but the organisation be invited to re-apply next year.**

Note 1: In accordance with the Members' Code of Conduct, the following non-pecuniary interests were declared:

- (i) Councillor Paul Deach declared he was a Surrey County Council representative on Basingstoke Canal Joint Committee; and
- (ii) Councillor David Lewis declared that he was a trustee of Surrey Heath Age Concern.

Note 2: It was noted for the record that

- (i) Councillor Rodney Bates declared that his sister worked for Catalyst;
- (ii) Councillor Rebecca Jennings-Evans declared that she had volunteered for the Lightwater Resilience Plan, part of Lightwater Connected;
- (iii) Councillor Alan McClafferty declared that his wife was Chairman of Surrey Heath Age Concern; and
- (iv) Councillor Sashi Mylvaganam declared that he had been involved with Camberley Care Trust in the past.

#### **89/E Climate Change Action - APSE and APSE Energy Membership**

The Executive considered a report proposing that the Council become a member of the Association for Public Service Excellence (APSE) and APSE Energy. APSE Energy was a bespoke Local Authority Energy Collaboration that constituted a partnership of member authorities which looked to leverage and maximise the opportunities afforded to local authorities by working together on a national scale on the green energy agenda. APSE Energy was part of the wider APSE family with the specific aim of getting local authorities back into a position of influence in the local energy market.

It was reported that one of the high priority actions in the Council's draft Climate Change Action Plan was to consider the benefits of it becoming members of APSE and APSE Energy, with membership expected to assist the Council in delivering its Plan and meeting its target of making the Council carbon neutral by 2030. The Climate Change Working Group had recently considered a business case and had recommended that the Council become members of the organisations.

Members reviewed the business case for the Council to become a member of both APSE and APSE Energy. It was noted that becoming members of both organisations was cheaper than only becoming a member of APSE Energy. The current annual fee for joining APSE and APSE Energy was £4,669. It was proposed that from the start of the 2021/22 financial year membership fees would be paid from a requested Climate Change revenue budget.

**RESOLVED that the Council becomes a member of APSE and APSE Energy.**

#### **90/E Wheelchair swing at Frimley Lodge Park**

The Executive considered a proposal to install a wheelchair swing at Frimley Lodge Park. The installation, surfacing and fencing of the swing was expected to cost in the region of £28,000, with ongoing inspections and maintenance to be included within the grounds maintenance budget. The wheelchair swing would be funded from Community Infrastructure Levy contributions held in the Mytchett & Deepcut fund.

Members were reminded that Frimley Lodge Park had been refurbished in 2019, during which time an accessible ground level roundabout had been installed, which had proven popular. Adding a wheelchair swing would further develop this play area allowing more children to play along with their friends and family. This would be the first wheelchair accessible swing installed in a play area maintained by the Council.

The location of the swing was discussed and it was advised that it would be within the proximity of the main play area, with the actual positioning to be confirmed during the tender process. The swing would be secured and accessed with the use of a radar key and a key would be held on site by the groundsman and the cafe. The Places & Strategy Portfolio Holder also undertook to speak to the Greenspaces team about ensuring that paths within the park were suitable for disabled access.

**RESOLVED that**

- (i) the installation of a Wheelchair Swing at Frimley Lodge Park be agreed; and**
- (ii) the project be funded from Community Infrastructure Levy monies held within the Mytchett & Deepcut fund.**

**RECOMMENDED to Full Council that the capital programme be increased by £28,000 to include the Wheelchair swing at Frimley Lodge Park.**

**91/E Draft proposal to the EM3 Local Enterprise Partnership for funding of Smart Travel project to provide electric vehicle charging points at Deepcut Mindenhurst Development**

The Executive considered a report detailing a project to support the roll out of electric vehicle charging and smart travel infrastructure across the Deepcut Mindenhurst development. Skanska, as the master developer of the development was required to facilitate the delivery of 'electric vehicle and smart travel' infrastructure.

The total value of the scheme would be approximately £5,600,000, with £4,200,000 being sought from the EM3 Local Enterprise Partnership (LEP) in this bid. There was currently no LEP funding available for this work, but the LEP had indicated some support for the project and that new funding was expected to become available next year. A contribution of £10,000 'in kind' match was being

sought from the Council. It was also advised that the Council would be the accountable body for the LEP funding award.

**RESOLVED that**

- (i) the project to support the roll out of electric vehicle charging and smart travel infrastructure across the Deepcut Mindenhurst development be supported;**
- (ii) an EoI for a bid to the EM3 LEP for £4,200,000 to fund the works be supported;**
- (iii) authority be delegated to the Executive Head of Regulatory in consultation with the Portfolio Holder for Planning and People to submit a final bid once availability of funding is confirmed; and**
- (iv) a contribution of £10,000 'in kind' match funding for the roll out of electric vehicle charging and smart travel infrastructure across the Deepcut Mindenhurst development be agreed.**

**92/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)
93/E	3
94/E	3

**93/E Executive Working Group notes**

The Executive received the notes of the Working Group meetings that had taken place since November 2020.

**RESOLVED that the Working Group notes be noted and that the non-exempt notes be published.**

**94/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 Climate Change Working Group notes be made public;**
- (ii) the Poverty Working Group notes be made public;**
- (iii) the Property Investment Working Group notes remain exempt for the present time;**
- (iv) the Surrey Heath Villages Working Group notes be made public; and**
- (v) all Working Group notes remaining exempt be periodically reviewed by the Chief Executive and Monitoring Officer, with a view to making them public when appropriate.**

Chairman