

**Minutes of a Meeting of the Executive
held at Surrey Heath House on 20 July
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 Sarah Jane Croke, Cllr Tim FitzGerald, Cllr Sharon Galliford, Cllr Sashi Mylvaganam, Cllr Pat Tedder, Cllr Victoria Wheeler and Cllr Valerie White

27/E Minutes

The open and exempt minutes of the meeting held on 15 June 2021 were confirmed and signed by the Chairman.

28/E Questions by Members

There were no questions received in accordance with Part 4, Section B, paragraph 16 of the Constitution.

29/E End of Year Performance Report

The Executive received a report detailing the Council's performance in 2020/21. The feedback from the Performance and Finance Scrutiny Committee on the performance was also noted.

RESOLVED that the End of Year Performance Report 2020/21 and observations from the Performance & Finance Scrutiny Committee be noted.

30/E End of Year Financial Outturn and Carry Forward of Unspent Budget 2020/21

The Executive noted the Council's financial position as at 31 March 2021.

In line with Financial Regulations, the Executive was also asked to agree the carry forward of unspent budget from 2020/21 to 2021/22 totalling £345,897.

RESOLVED that

- (i) The Financial Performance for the year 2020/21 be noted; and**
- (ii) The Carry Forward requests for 2020/21 of £345,897, as set out at Annex C to the agenda report, be agreed.**

31/E Capital Outturn and Prudential Indicators

The Executive received a report detailing the capital outturn for 2020/21 and requesting approval for any carry forward of budgets into the 2021/22 Capital Programme. Actual capital expenditure during 2020/21 had been £24.162m.

Members considered a request for an additional £75k for the improvements to the Camberley Theatre frontage, which was in addition to the £125,000 agreed in November 2019, along with the reasons and circumstances for the increase in costs. It was anticipated that the costs of the works would be recovered over the next seven to eight years via the continuation of the £1 per ticket restoration levy.

RESOLVED that the additional funds for the cost of the repair and improvements to the Camberley Theatre frontage of up to approximately £75,000, in addition to the £125,000 already allocated be agreed, to be recovered by continuing to charge the restoration levy of £1 per ticket as agreed in November 2019.

RECOMMENDED to COUNCIL that

- (i) Actual capital expenditure for 2020/21 of £24.162m against a budget of £35.711m be noted;**
- (ii) The carry forward budget provision of £10.034 million from 20/21 into 2021/22 be approved;**
- (iii) the revised 2021/22 Capital Programme of £11.275 million comprising the £1.241m agreed in February 2021 plus £10.034m carry forwards, be noted;**
- (iv) The final capital prudential indicators for 2020/21 be noted; and**
- (v) An additional £75k to be added to the 2021/22 capital programme for the Theatre frontage project be approved.**

32/E New Out of Hours Service to Respond to Unauthorised Encampments

The Executive was informed that, in order to tackle unauthorised encampments more efficiently during out of hour periods, it was proposed to introduce an out of hours service to respond to unauthorised encampments from 1 March to 30 September each year. This would involve enforcement and communications staff cover over the weekend in the summer months to respond and attend an unauthorised encampment on public land from Friday late afternoon, until the next normal working day. Staff operating over the weekend would be given the necessary powers to take all relevant operational decisions in relation to encampments.

A number of other proposals associated with this service were noted; some Members encouraged reconsideration of the proposal to no longer automatically provide toilets and water and suggested an alternative approach of providing them

prior to the welfare check, at which point the need to provide them would be assessed and provision removed if not considered necessary.

Members considered a suggestion that a standard leaflet for distribution to residents within the immediate vicinity of an unauthorised encampment be produced, setting out basic information on the processes which would be followed. Having heard differing views on whether to produce a generic leaflet, it was agreed to produce a draft, to be reviewed by Members before it became part of the standard process for dealing with unauthorised encampments.

RESOLVED that

- (i) an out of hours service be introduced to respond to unauthorised encampments from 1st March to 30th September;**
- (ii) The costs of this service to be agreed which include staff costs to cover a weekend and bank holiday rota and incidental costs caused by the unauthorised encampment e.g. security staff costs. The total indicative cost of this service could be £56,544; and**
- (iii) further consideration be given to producing a leaflet for distribution to residential properties within the vicinity of an unauthorised encampment.**

33/E Urgent Action

RESOLVED to note the urgent action taken under the Scheme of Delegation of Functions to Officers.

34/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)
27/E (part)	3
35/E	3
36/E	3
37/E	3

35/E Write-off Uncollectable Commercial Rent

The Executive considered an exempt report asking it to write-off debts from a former tenant in relation to rent due to the Council.

RESOLVED to write-off outstanding rent due to the Council from a former tenant, as detailed in the agenda report.

36/E Executive Working Group notes

The Executive received the notes of Executive Working Group meetings which had taken place in the previous few months.

RESOLVED that the Working Group notes be received.

37/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

- (i) The report associated with minute 35/E remain exempt for the present time;**
- (ii) In relation to the Executive Working Group notes presented to the meeting**
 - a. the Camberley Town Centre Working Group notes from the meetings held on 11 March, 22 April and 13 May 2021 remain exempt for the present time;**
 - b. the Climate Change Working Group notes from the meeting held on 30 March 2021 be made public;**
 - c. the Local Plan Working Group notes from the meetings held on 29 April and 24 May 2021 remain exempt for the present time;**
 - d. the Poverty Working Group notes from the meetings held on 1 March and 21 April 2021 be made public;**
 - e. the Property Investment Working Group notes from the meetings held on 7 April, 5 May and 2 June 2021 remain exempt for the present time;**
 - f. the Surrey Heath Villages Working Group notes from the meeting held on 8 April 2021 be made public; and**
 - g. 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