

**Minutes of a Meeting of the Executive
held at Surrey Heath House on 27
January 2015**

+ Cllr Moira Gibson (Chairman)

+ Cllr Richard Brooks	+ Cllr Colin Dougan
+ Cllr Keith Bush	+ Cllr Craig Fennell
+ Cllr Mrs Vivienne Chapman	+ Cllr Charlotte Morley

+ Present

In Attendance: Cllr Valerie White and Cllr Pat Tedder

96/E Minutes

The minutes of the meeting of the Executive held on 6 January 2015 were confirmed and signed by the Chairman.

97/E Treasury Strategy 2015/16

The Executive was reminded that the Council was heavily dependent on investment income to support its current revenue expenditure. This had been heightened recently by on-going low interest rates. As a result, the Council had decided in October 2014 to diversify its investments into areas which gave better returns but carried a higher risk. Interest income received in 2014/15 was estimated to be £180,000; however, as a result of the new strategy, interest income in 2015/16 was likely to be £300,000.

It was estimated that the average investment portfolio would be £18m (including precept balances) for the year, although this would be dependent upon how much was spent upon property acquisition or larger projects.

The Council's Treasury Management advisors, Arlingclose Limited, had advised the Council of its assessment of the economy and interest rates.

The Executive noted that the use of BBB rated institutions would ensure the Council had options to invest its money should the banks be downgraded. Members also recognised the need to balance a slight increased risk against a potential improved investment return.

RECOMMENDED that the

- (i) Treasury Management Strategy for 2015/16 including the changes to investment criteria and limits shown at Annex B to the report be approved;**
- (ii) Treasury Management Indicators for 2015/16 at Annex C to the report be approved; and**

(iii) Annual Minimum Revenue Provision Policy Statement at Annex D to the report be adopted.

98/E Windlesham Ward Neighbourhood Plan Area Application

The Executive considered an application from Windlesham Parish Council for the designation of a Neighbourhood Area in Windlesham. The application had been the subject of a six week consultation, which had concluded on 12 December 2014; 6 responses had been received, all of which were in favour of designating Windlesham Ward as a Neighbourhood Area.

Windlesham Parish Council had submitted a Plan showing the proposed Neighbourhood Area and an accompanying statement setting out why the proposed area was appropriate for designation as a Neighbourhood Plan Area.

Members were advised that, when determining an application for a Neighbourhood Area, the Local Planning Authority was required to consider whether the area proposed was appropriate. Section 61G (5) of the Town and Country Planning Act 1990 (as amended by the Localism Act 2011) required that the local authority must designate some part of the area applied for as a Neighbourhood Area.

The Executive was informed that, for a Neighbourhood Plan to be adopted, it would have to be subject to a public examination by an Inspector and, following that, a referendum, with costs estimated to amount to over £30,000; the Local Planning Authority was legally obliged to fund the costs of the examination and referendum.

The Department for Communities and Local Government (DCLG) was offering funding of £5,000 to Local Planning Authorities following designation of a Neighbourhood Area. The next round of applications for the funding would commence on July 2015. A further grant from DCLG of £25,000 was available for Plans which had passed the examination stage; however, this was only guaranteed on an annual basis.

RESOLVED that:

- (i) the Neighbourhood Area within the red line, shown on the Plan at Annex B to the agenda report, be designated for the purposes of a Windlesham Ward Neighbourhood Plan;**
- (ii) upon receipt of the £5,000 grant, authority be delegated to the Executive Head of Regulatory, after consultation with the Regulatory Portfolio Holder to use the funds to support officer and other costs to the Council; and**
- (iii) if Government Funding was not forthcoming in future years then a report be taken to the Executive.**

Note: In accordance with the Members' Code of Conduct, Councillor Moira Gibson declared a non-pecuniary interest as she was the Borough Councillor Representative on the Steering Group.

99/E Response to Network Rail Wessex Route Study

The Executive considered a draft response to Network Rail's consultation on the Draft Wessex Route Study. The Wessex Route Study considered improvements to the network to accommodate passenger and freight growth in Control Period 6 (between 2019 and 2024) and long term improvements to 2043. The Study also included the commitments set out in Control Period 5 (between 2014 and 2019).

Members were informed that the Study looked at possible improvements on the Windsor line, which incorporated Frimley, Bagshot and Camberley Stations, and the North Downs Line, which incorporated Blackwater Station. Improvements on both lines would have impacts on Surrey Heath.

The Executive considered the draft response. It was agreed to re-word the reference to the flyover at Woking to state that the Council considered this an essential improvement necessary to assist rail movements over a large area of the network. Members also agreed to remove reference to the possibility of a halt at Deepcut.

RESOLVED that the response set out at Appendix 1 to the agenda report, as amended, be submitted to Network Rail as the Council's formal response to the Draft Wessex Route Study.

100/E Scheme of Delegation of Functions to Officers - Executive Functions

The Executive was informed that the Scheme of Delegation of Functions to Officers, which had been in existence for many years and had been added to and amended in an ad hoc manner, had been subject to a fundamental review in order to make it a more flexible, generic and modern scheme.

The new approach to the Scheme provided for many of the functions, particularly relating to Development Management, Licensing and HR functions, to be dealt with on an exceptions basis. Any day to day management, administrative actions and outdated and redundant delegations had been removed. A number of areas common to officers across the Council had been transferred to the General Principles. The Scheme also now listed delegations by Statutory Officer and Executive Head service areas, rather than subject headings.

The Governance Working Group, at its meetings on 7 November and 12 December 2014, had considered the revised scheme in detail. The Working Group had recommended the addition of a new delegation to allow the Executive Head of Finance to set the Council Tax Base, after consultation with the Finance Portfolio Holder. It had also recommended the deletion of an existing delegation relating to the determination of Community Fund Grant applications for grants up to a maximum of £2,000 per project/ application, after consultation with the Corporate Portfolio Holder.

In addition, the Working Group had endorsed the proposal for a number of delegations to be dealt with on an exceptions basis; this approach would identify any decisions to be made by a Committee and reserve them to that Committee, with officers authorised to make all remaining actions relating to that function. In

relation to Executive functions, this would provide for officers to deal with more estate management issues.

RESOLVED that the amended Scheme of Delegation of Functions to Officers in respect of the Executive functions, as set out at Annex A to the agenda report, be adopted.

101/E Exclusion of Press and Public

In accordance with Section 100(A)(4) of the Local Government Act 1972, 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:

<u>Minute</u>	<u>Paragraph(s)</u>
96/E (part)	3
102/E	3
103/E	3
140/E	3

Note: Minutes 102/E and 103/E are summaries of matters considered in Part II of the agenda, the minutes of which it is considered should remain confidential at the present time.

102/E Joint Waste Contract

The Executive made decisions in relation to a Joint Waste Contract.

103/E Acquisition of Land for uses as Suitable Alternative Natural Greenspace (SANG) land between Station Road and Chertsey Road Chobham

The Executive made decisions in relation to the acquisition of land for use as Suitable Alternative Natural Greenspace in Chobham.

104/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) Minute 102/E and the associated agenda report remain exempt; and**
- (ii) Minute 103/E and the associated agenda report remain exempt until completion of the negotiations.**

Chairman