

To the Members of the Executive.

Your attendance is requested at a meeting of the Executive to be held in the Council Chamber, Pippbrook, Dorking on **TUESDAY 7th FEBRUARY 2017 at 7.00pm** for the transaction of the business set out in the following agenda.

Yvonne Rees
Chief Executive
30th January 2017

Members of the Executive and Portfolios

Councillor Vivienne Michael - Leader of the Council

Councillor Lucy Botting - Wellbeing

Councillor Lynne Brooks - Finance and Investments

Councillor Duncan Irvine—Planning

Councillor Howard Jones - Transform Leatherhead

Councillor Corinna Osborne-Patterson - Communities, Services & Housing

Councillor Michelle Watson - Environment

Councillor Charles Yarwood - Deputy Leader, Property, Parking & Economic Development

Members are reminded that they have the opportunity to ask Officers questions, in respect of issues concerning matters of detail or for further clarification, prior to the meeting.

A member who is not a member of the Executive, may not speak at the meeting unless, before it begins he/she has obtained the Chairman's consent to speak on a specific item. (Please note prior consent is not required for those members detailed under rule 48.3 of Part 4: Rules of Procedure - Standing Orders that relate to the Executive only).

AGENDA

1. Minutes

To approve as a correct record the minutes of the Executive meeting held on 22nd November 2016 and the Special Executive meeting held on 13th December 2016

2. Apologies for Absence

To receive apologies for absence.

3. Disclosure of interests

To receive any disclosures of interests from Members (either disclosable pecuniary interests or non pecuniary interests) in relation to any items included on the agenda for this meeting in accordance with the Council's Code of Conduct.

4. **Councillor Question Time**

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To receive Councillor questions at this meeting on any matter in which the Executive has powers or duties or which affects the District. Fifteen minutes will be set aside for this purpose.

Please note: that in accordance with the Council's Constitution a question can only be asked if written notice has been given to the Democratic Services Manager by 10.00am on the working day before the meeting.

5. **Report of the Scrutiny Committee**

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The Executive will receive a report on the work of the Scrutiny Committee from the Chairman of that Committee.

6. **Month 9 2016/17—Business & Budget Monitoring**

7

Recommendation

The Executive is asked to note the Council's performance and financial position for the end of October (Month 9) 2016/17.

Executive Member: Councillor Lynne Brooks

Corporate Priorities: Environment, Prosperity and Community Wellbeing

7. **2017/18 Budget, Council Tax Resolution, and refreshed Corporate Strategy (Key Decision)**

31

Recommendation

The Executive is asked to recommend the following to Council:-

- i. That the refreshed version of the Corporate Strategy 2015-19 be endorsed
- ii. That the proposed budget for 2017/18 be set at £9,430,000
- iii. That the Band D Council Tax for 2017/18 be set at £168.56, representing a 3.0% increase on 2016/17, in line with the Government announcement that Council Tax can be increased, without triggering a referendum, by up to 2.0% or £5.00 (on a Band D property), whichever is the higher.
- iv. That the Capital Programme for 2017/18 be approved
- v. That the Section 151 Officer's statement concerning the 2017/18 budget and the medium term financial outlook for the Council be noted
- vi. That the Council decide whether to increase Members' Allowances in line with the Local Pay Award for staff

Executive Member: Councillor Lynne Brooks

Corporate Priorities: Environment, Prosperity and Community Wellbeing

8. **Asset Investment Criteria**

55

Recommendation

Following further consideration by Scrutiny Committee of the Asset Investment Criteria, the Executive is asked to either:

- a. Endorse the Investment Criteria set out in this report, or;
- b. amend them as appropriate.

Executive Member: Councillor Lynne Brooks

9. **Mole Valley District Council Grant Aid Applications (Key Decision)**

59

Recommendation

1. That the capital grants and the one and three year revenue grants outlined in **Appendix A, Tables 3, and 5** (of the report) are approved for 2017/18 subject to the necessary budget being committed.
2. That the establishment of the Small Community Fund outlined in **Appendix A Table 4** (of the report) is approved.

Executive Member: Councillor Lucy Botting

Corporate Priorities: Community Wellbeing

10. **Thomas Flack Trust Fund Applications (Key Decision)**

83

Recommendation

1. That the views of the Thomas Flack Working Group are taken into account and the grants outlined in **Section 2 Table 1** (of the report) for the financial year 2017/18 are approved.
2. That the views of the Thomas Flack Working Group are taken into account and the agreement between the Council's Housing Department and the Thomas Flack Trust Fund is approved.
3. That the views of the Thomas Flack Working Group are taken into account and £10,000 per annum is now allocated to a sinking fund to cover any major works which may need to be carried out on the Thomas Flack Trust Fund properties going forward as referred to in **Section 5** (of the report).

Executive Member: Councillor Lynne Brooks

11. **Community Transport Review**

99

Recommendation

The Executive is asked to endorse the key recommendations of the Community Transport Review, undertaken by Societas Management Ltd as a basis for future development of the service.

Executive Member: Councillor Lucy Botting/Corinna Osborne-Patterson

Corporate Priorities: Community Wellbeing

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| 12 | Rural Community Strategy (Key Decision) | 139 |
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Recommendation

That the Mole Valley Rural Community Strategy, including the 2017/18 Action Plan and Summary, annexed to the report be adopted and used to (1) inform decisions taken by Mole Valley District Council affecting the rural communities in Mole Valley and (2) influence the decisions of those organisations providing services to rural communities in Mole Valley.

Executive Member: Councillor Corinna Osborne-Patterson

Corporate Priorities: Community Wellbeing, Environment and Prosperity

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| 13 | Dorking Business Improvement District (BID) Proposal (Key Decision) | 193 |
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Recommendation

It is recommended that the Executive:

A Under the *process* category:

- i) Endorse the BID Proposal made by Dorking Town Partnership (see Appendix One);
- ii) Confirm that the Executive is satisfied that the Dorking BID proposal does not conflict with any policy formally adopted by and contained within a document published by MVDC;
- iii) Approve the arrangements for MVDC to operate and manage the Ballot process in accordance with the BID regulations;
- iv) Approve the arrangements for MVDC (subject to a “yes” vote, at the Ballot) to manage the billing and collection of the BID Levy, and to transfer Levy funds to Dorking Town Partnership (DTP);
- v) Authorise all relevant Corporate Heads in consultation with Legal Services Manager and/or the Section 151 officer to prepare and enter into appropriate legal agreements to give effect to the above and also any relevant and necessary baseline and operating agreements.

B Under the *participation* category:

- i. Authorise the relevant Corporate Head in consultation with the Section 151 officer and the relevant Executive Member to cast vote(s) in favour of the Dorking BID in the event of a Ballot (please refer to paragraph 3 re the financial implications);
- ii. Authorise, in accordance with MVDC’s Protocol for Appointments to Outside Organisations, should an appointment be required prior to, or after, the Annual Meeting of the Council, the relevant Executive Member to act as MVDC’s representative on the BID company board of directors.
- iii. To note that a Residents representative will also be selected from one of the five Dorking Ward members and will be agreed with DTP;
- iv. Authorise relevant Corporate Heads to undertake all steps reasonable and, incidentally, necessary to give effect to the Dorking BID as set out in the Business Improvement Districts (England) Regulations 2004 and associated legislation.

Executive Member: Councillor Charles Yarwood

Corporate Priorities: Community Wellbeing, Environment and Prosperity

14 **Self Build and Custom Housebuilding Regulations 2016 (Key Decision)**

245

Recommendation

The Executive is asked to:

1. Approve the introduction of a local connection test and a financial viability assessment test as additional eligibility criteria for being entered on Part 1 of Mole Valley District Council's Self-Build and Custom House-Building Register.
2. Note that those applying for entry to the Register who do not meet the local connection test and/or financial viability assessment will continue to be added to Part 2 of the Register, subject to meeting existing national eligibility tests.
3. Authorise the Corporate Head with responsibility for Planning, in consultation with the Executive Member for Planning and the Financial Services Manager, to set and periodically review the fees for entry to, and remaining on, the Self-Build and Custom Housebuilding Register.

Executive Member: Councillor Duncan Irvine

Corporate Priorities: Environment

15. **Parish Wards of Beare Green, Capel and Coldharbour Draft Neighbourhood Development Plan (Key Decision)**

251

Recommendation

1. That it be agreed that the draft Neighbourhood Development Plan complies with the procedural requirements for preparation and submission as defined in the Town and Country Planning Act 1990 and Neighbourhood Planning (General) Regulations 2012.
2. That the draft Neighbourhood Development Plan be published for a period of six weeks during which people who live, work or carry out business in the Parish of Capel be consulted and given the opportunity to make representations. Publicity for the consultation will include:
 - Publication of the draft Neighbourhood Development Plan on the Mole Valley District Council website and hard copies available for inspection at Pippbrook and Capel Parish Council offices
 - Notification of statutory bodies as required by regulation
 - Notification by letter of all households and businesses in the Capel Neighbourhood Area
3. That Mole Valley District Council makes a representation as part of the consultation process, as described in Annex 4.
4. That arrangements be made for the draft Neighbourhood Development Plan to be independently examined after the end of the consultation period.
5. That all representations received during the consultation be submitted to the examiner of the draft Neighbourhood Development Plan.

Executive Member: Councillor Duncan Irvine

Corporate Priorities: Community Wellbeing, Environment and Prosperity

16. **Urgent Items**

To consider any items of business, other than those shown on this agenda and which, by reason of special circumstances to be stated at the meeting, in the opinion of the Chairman, should be considered at the meeting as a matter of urgency.

If you require a copy of this agenda, any of the reports within it or a large print version of the agenda, please telephone Simon Trevaskis on **01306 879384** or e-mail: simon.trevaskis@molevalley.gov.uk

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