

Minutes of a Meeting of the Executive held on Tuesday 21st July 2015 at Pippbrook, Dorking, from 7.00pm to 7.34pm

Present:

Executive Members: Councillors James Friend (Leader/Chairman), Lucy Botting, Lynne Brooks, Howard Jones, Vivienne Michael, Paul Newman, Corinna Osborne-Patterson, Sarah Seed and Charles Yarwood.

Non-Executive Members: Councillors Simon Ling and Chris Townsend.

12. Minutes

RESOLVED: That the minutes of the meeting of the Executive held on 16th June 2015 be approved as a correct record and signed by the Leader/Chairman.

13. Apologies for Absence

None.

14. Disclosure of Interests

None.

15. Councillor Question Time

None received.

16. Report of the Scrutiny Committee

The Scrutiny Committee met on 7th July and considered a number of items which were included on the Executive agenda for 21st July 2015. The Chairman of the Scrutiny Committee, with the approval of the Leader, undertook to submit feedback to the Executive during their consideration of each report.

The Committee had also considered and agreed its work programme for the forthcoming year, and considered the call-in of Executive resolutions 3, 4 and 5 of the Redevelopment of the Meadowbank Football Ground. During discussion of the call-in, it had been clear that the reason for the call-in related to provision only being made for a sub-lease to be granted to Dorking Football Club and not Dorking Wanderers Football Club. The Chairman of the Scrutiny Committee reported that, although the Committee had been disappointed that the statement from the Leader of the Council, read out at the meeting by the Executive Member for Town Centres, had only initially been distributed via Twitter and not distributed to all Members, or at least the Chairman and Vice-Chairman of the Committee, it did welcome the fact progress was being made between the two clubs. As a result the Committee, following a vote, had agreed that no further action was required from the call-in, allowing the decision to be implemented.

17. Year End (Month 12) 2014/15 Budget and Performance Report

The Executive considered a report on the Council's financial and performance position for the end of the 2014/15 financial year, including the financial outturn on both revenue and capital spend. The Executive Member for Finance and Performance reported that, with regard to performance, good progress had been made overall. Of the 20 performance indicators which had a target set for 2014/15 19 were either on target or had only slightly missed their target, and only one, that in respect of reducing CO2 emissions, was off target. The Executive Member outlined the revenue and capital budget underspends and the recommendations in respect of carry forwards. She confirmed that the financial outturn reflected the monthly monitoring reports and, as such, contained no surprises.

The Chairman of the Scrutiny Committee reported that the Committee had raised a number of queries during its discussion of the item. Firstly the Committee had asked for an update on the

current status of any discussions to progress the LINKS playing field project that has resulted in an underspend of £100,000 for 2014/2015. Secondly, as the report confirmed that there were 15 families accommodated in bed and breakfast accommodation as of March 2015, an update on the current status against this target was requested. Thirdly, the Committee had noted that the Council was currently underperforming against its target for reducing CO2 emissions and questioned whether it was achievable. As such the Chairman sought an update on any current work being undertaken to achieve the target. Finally, clarification was requested on whether or not tree maintenance was included in the highways horticulture contract that Mole Valley District Council had recently taken over from Surrey County Council.

The Leader advised that Mole Valley officers were working closely with Surrey County Council colleagues on the LINKS project to resolve the issue. With regard to bed and breakfast numbers, the Executive Member for Community Engagement and Resident Services reported that at 20th July there were 14 households in bed and breakfast accommodation, none of whom had been in that accommodation for longer than six weeks. She advised that a report on the provision of further emergency accommodation would be submitted to the Executive later in the year. It was noted that the refurbishment of Pippbrook would impact on the reduction of CO2 emissions, and with regard to the question on the highways horticulture contract, it was confirmed that the contract did not include tree works and that the report had been amended accordingly.

The Leader of the Independent Group, Councillor Simon Ling, questioned whether the horticulture contract included maintenance of verges and hedges in urban areas. The Leader acknowledged that some detail remained unclear and suggested that an online map showing which areas of the District were covered by the contract and which were covered by other contractors could be useful to residents. The Chief executive undertook to investigate whether this were possible, and the Executive Member for Wellbeing undertook to clarify the details of contract responsibilities at a forthcoming meeting with Surrey County Council.

RESOLVED:

- (1) That the Council's financial and performance position for the end of March (Month 12) 2014/15 be noted.
- (2) That £745,000 of capital minor works provision be carried forward so that schemes can be completed in 2015/16.
- (3) That the budgeted year-end transfers of contributions towards the capital and pensions reserves be agreed: £321,000 for Capital and £116,000 for Pensions.

18. Month 3 – 2015/16 Budget and Performance Report

The Executive considered a report detailing progress during the year to date with regard to the delivery of the Council's priorities and the outcome of the monthly budget monitoring exercise for the end of June. The Executive Member for Finance and Performance advised that the report was the first for the 2015/16 financial year and the first within the new Corporate Strategy 2015 to 2019. She outlined the progress being made with regard to the priorities in the Corporate Strategy and performance against the 17 projects and 21 performance indicators monitored. With regard to the budget, a projected underspend on the revenue budget was reported.

The Leader drew attention to the target in respect of the percentage of waste sent for recycling, reuse and composting and the increase achieved over the last year. He thanked the officer team for the work undertaken in achieving this excellent result and residents for their role in this.

RESOLVED:

- (1) That the Council's financial and performance position for the end of June (Month 3) 2015/16 be noted.
- (2) That the revised capital programme for 2015/16 set out at Appendix D to the report submitted be approved.

19. Infrastructure Needs Assessment

The Executive considered a report on a proposed Infrastructure Needs Assessment. The Executive Member for Planning outlined the purpose and scope of the Assessment and a proposed methodology and timescale. The Executive noted that the Assessment would allow residents to identify both smaller scale and big picture requirements for their communities. It was acknowledged that the proposed provisional timescale was challenging and that this may change in order to achieve effective consultation and engagement.

The Chairman of the Scrutiny Committee reported that the Committee had expressed a number of concerns about the Infrastructure Needs Assessment (INA), notably the actual purpose of the INA given that Mole Valley District Council was not responsible for much of the infrastructure in the district, and the expectations that may be raised within the local community about what could be achieved, and therefore the importance of managing such expectations. The Committee had also expressed disappointment that the INA had not been prepared in time to be fed into the Community Infrastructure Levy (CIL) consultation, although the Committee had noted that it would help to inform infrastructure priorities later in the process. A final concern for the Committee related to the scope of the work required to complete the INA and whether it could be completed by February 2016, as set out in the report. The Committee had also suggested that it would be useful for the Planning Policy Working Group to feed into this piece of work and had received assurances from the Executive Member for Planning that this would take place at the appropriate time.

The Leader stressed the importance of the communications strategy around the Infrastructure Needs Assessment so that residents were aware of areas in which Mole Valley District Council led and areas where the Council could seek to influence other bodies and service providers. The Infrastructure Needs Assessment would provide the Council with information on the views and requirements of local communities which could be championed as opportunities arose.

RESOLVED: That the purpose and scope for an infrastructure needs assessment set out in section 2.0 of the report submitted be agreed.

20. Community Infrastructure Levy: Preliminary Draft Charging Schedule

The Executive considered the Preliminary Draft Charging Schedule which was the first stage in the process of adopting the Community Infrastructure Levy. The Executive Member for Planning advised that following consultation in respect of the preliminary draft, the draft charging schedule would be submitted to the Executive in December 2015.

The Chairman of the Scrutiny Committee congratulated officers on the report and advised that the Committee had supported the recommendations set out in the report.

Councillor Simon Ling questioned how infrastructure needs on planning applications would be identified and by whom and noted that many smaller planning projects did not in themselves require infrastructure projects, but cumulatively impacted on a community's infrastructure. Finally he referred to the lack of a reference to car parking in the consultation document.

The Leader confirmed that the Infrastructure Needs Assessment would identify infrastructure needs.

In response to a query regarding the charge relating to hotel developments, the Executive Member for Planning confirmed that a nominal charge of £20 per square metre was included on page 89 of the report, although this was not reflected in the covering report. The Executive agreed to delegate authority to officers, in consultation with the Executive Member for Planning, to make any final amendments and correct any typographical errors in the documents prior to them being published for consultation.

RESOLVED:

(1) That the preliminary draft charging schedule be approved for public consultation.

- (2) That the draft policies on discretionary relief and payment by instalments be approved.
- (3) That the following supporting documents be approved for public consultation:
 - Explanatory Document
 - Infrastructure Delivery Plan
 - Economic Viability Assessment
 - Draft Infrastructure Funding List
- (4) That authority be delegated to the Planning Policy Manager, in consultation with the Executive Member for Planning, to make any final minor amendments and correct any typographical errors prior to the documents being published for consultation.

21. Planning Policy Working Group – Appointment to fill vacancy

RESOLVED: That Councillor Claire Malcomson be appointed to fill the vacancy on the Planning Policy Working Group.