

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 4th FEBRUARY 2014 at 7.00pm** for the transaction of the business set out in the following agenda.

Monday 27th January 2014

Angela Griffiths
Corporate Head of Service

Members of the Executive and Portfolios

Councillor Chris Townsend – Leader of the Council

Councillor James Friend – Environment

Councillor Simon Ling – Finance

Councillor Vivienne Michael – Customer Service and Wellbeing

Councillor John Northcott – Planning

Councillor Charles Yarwood – Communities and Assets

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 held on 17th December 2013.

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

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 Corporate Head of Service with responsibility for Democratic and Legal Services by 10am on the working day before the meeting.

5. Report of the Scrutiny Committee

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

Part I

Page No

6.	Planning for 2014/15 – Corporate Plan and Budget Proposal [KEY DECISION] Subject to any decisions it wishes to make in the light of the feedback from consultation, the Executive is asked to RECOMMEND the following to the Council for approval at its meeting on 18 February 2014: <ol style="list-style-type: none">1. The 2014/15 Corporate Plan be approved.2. The proposed budget for 2014/15 be set at £10,064,000.3. The Council Tax Freeze Grant, offered by Government, be rejected for 2014/15.4. On the basis of agreeing 1, 2 and 3 above, the Band D Council Tax for 2014/15 be set at £157.47 representing a 1.9 per cent increase in Council Tax for 2014/15.5. A cost of living pay award of 1.4% be approved for staff, with a minimum addition of £505 pa to provide a higher award for lower paid staff.6. A capital programme of £3,182,000 be approved for 2014/15.7. The Section 151 Officer's statement regarding the 2014/15 budget and medium term financial outlook for the Council be noted.8. The level of Members' Allowances be considered in the light of the report by the Independent Remuneration Panel to be presented to the Council on 18 February 2014. <p>Executive Member: Councillors Simon Ling and Charles Yarwood</p> <p>Corporate Priorities: All</p>	7 - 56
7.	2013/14 Month 9 Budget and Performance Monitoring Report The Executive is asked to note the Council's year end financial outturn projection and performance for Month 9. Executive Member: Councillors Simon Ling and Charles Yarwood Corporate Priorities: All	57 - 78

8.	Housing Allocations Scheme The Executive is asked to approve the draft Housing Allocations Scheme attached at Appendix 1 to the report. Executive Member: Councillor Vivienne Michael Corporate Priorities: Value for Money, Access to Services	79 - 194
9.	Open Spaces Events and Lettings Policy The Executive is asked to approve the Open Spaces Events and Lettings Policy. Executive Member: Councillor James Friend Corporate Priorities: All	195 - 220
10.	Appointment to Outside Organisation – Ashtead Peace Memorial Hall Committee The Executive is asked to agree that the current appointment of Councillor Simon Ling as the Council's representative on the Ashtead Peace Memorial Hall Committee be renewed for a further three year term of office until 2017. Executive Member: Councillor Charles Yarwood Corporate Priorities: N/A	221 - 222
11.	Adoption of Community Asset Transfer Policy [KEY DECISION] The Executive is asked to approve the following: <ol style="list-style-type: none">1. the adoption of the attached policy, procedure and flowchart for the transfer of community assets.; and2. the Council contacts voluntary, community and faith groups that are tenants of the Council making them aware of the policy. Executive Member: Councillor Charles Yarwood Corporate Priorities: All	223 - 252

<p>12.</p>	<p>Recommendations of the Pippbrook Working Group [KEY DECISION]</p> <p>The Executive is asked to:</p> <ol style="list-style-type: none"> 1. agree the recommendations from the Pippbrook Working Group; as follows: <ol style="list-style-type: none"> a. The option to either refurbish the Pippbrook offices or provide a new build b. Carry out soft market testing c. To make public the non-confidential consultant's report d. To carry out a consultation process 2. approve the consultation and engagement strategy set out in this report based on the recommendations of the working group; and 3. extend the brief of the Pippbrook Working Group to review the results of the soft market testing and the consultation. The working group to report their findings and recommendations to the Executive in August 2014, to help enable a decision to be made on the appropriate way forward. <p>Executive Member: Councillor Charles Yarwood</p> <p>Corporate Priorities: All</p> <p><u>N.B. Full Turner Townsend report appended separately to the agenda at Annex 1.</u></p>	<p>253 - 260</p>
<p>13.</p>	<p>Leatherhead Poors Allotments</p> <p>The Executive is asked to allow vacant plots to be offered to new tenants until a decision is reached on whether the site is to be developed.</p> <p>Executive Member: Councillor Charles Yarwood</p> <p>Corporate Priorities: Value for Money, Access to Services</p>	<p>261 - 264</p>
<p>14.</p>	<p>2014/15 Council Meeting Schedule</p> <p>The Executive is asked to approve the meeting schedule for 2014/15 as set out in Appendix 1 to the report.</p> <p>Executive Member: Councillor Charles Yarwood</p> <p>Corporate Priorities: All</p>	<p>265 - 268</p>
<p>15.</p>	<p>Urgent Items</p> <p>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.</p>	

If you require a copy of this agenda, any of the reports or a large print version of the agenda, please contact Victoria Foreman on 01306 879355 or victoria.foreman@molevalley.gov.uk