

MINUTES  
OF A MEETING OF THE  
**EXECUTIVE**

held on 2 February 2023  
Present:

Cllr A-M Barker (Chairman)  
Cllr W P Forster (Vice-Chair)

Cllr P J T Graves            Cllr E Nicholson  
Cllr I Johnson            Cllr D Roberts  
Cllr L S Lyons

Also Present: Councillors J Brown, K M Davis, S Dorsett and M A Whitehand.

**1. MINUTES**

RESOLVED

That the minutes of the meeting of the Executive held on 19 January 2023 be approved and signed as a true and correct record.

**2. APOLOGIES FOR ABSENCE**

No apologies for absence were received.

**3. URGENT BUSINESS**

There were no items of Urgent Business under Section 100B(4) of the Local Government Act 1972.

**4. DECLARATIONS OF INTEREST**

In accordance with the Officer Employment Procedure Rules, the Chief Executive, Julie Fisher, declared a disclosable personal interest (non-pecuniary) in any items concerning the companies of which she was a Council-appointed director. The interests were such that Mrs Fisher could advise the Executive on those items.

In accordance with the Officer Employment Procedure Rules, the Strategic Director – Corporate Resources, Kevin Foster, declared a disclosable personal interest (non-pecuniary) in any items concerning the companies of which he was a Council-appointed director. The interests were such that Mr Foster could advise the Executive on those items.

In accordance with the Officer Employment Procedure Rules, the Strategic Director – Place, Giorgio Framalitto, declared a disclosable personal interest (non-pecuniary) in any items concerning the companies of which he was a Council-appointed director. The interests were such that Mr Framalitto could advise the Executive on those items.

In accordance with the Officer Employment Procedure Rules, the Strategic Director – Communities, Louise Strongitharm, declared a disclosable personal interest (non-pecuniary) in any items concerning the companies of which she was a Council-appointed director. The interests were such that Mrs Strongitharm could advise the Executive on those items.

## **5. QUESTIONS**

The Chairman welcomed Mr K Creswell and Dr A Fraser who had submitted questions under Section 3 of the Executive Procedure Rules regarding a shared cycle and pedestrian path from Byfleet to West Byfleet, the Town Centre Masterplan, and Council statutory accounts. A question had also been submitted by Mr J Wheeler regarding the development at Brookwood Lye. A copy of the questions together with the replies was before the Executive. The Chairman confirmed the replies, supplementary questions were asked by the questioners present and replies given. Mr Wheeler would be sent a copy of the reply to his question.

The deadline for written questions from members of the public was 12 noon, seven days before the Executive. The next Executive would be held on 23 March 2023, so the deadline for written questions was 12 noon, 16 March 2023.

## **6. THAMESWEY BUSINESS PLANS 2023 EXE23-017**

The Executive received a report which set out progress on a thorough and comprehensive review of Thameswey Business Plans for 2023. The Leader explained that given the financial challenges faced by the Council, it was necessary to closely manage the level of funding to Thameswey and to ensure that the Business Plans focussed on Council priorities and were sustainable and affordable. The Executive noted the new governance arrangements based on best practice which had been approved by the July Executive. The Leader advised that a more rigorous challenge and scrutiny of the Business Plans was being undertaken ahead of Full Council leading to the proposal of a one year only approval of funds. Following Full Council, further work would take place to fundamentally review each phase of the Sheerwater Regeneration Scheme.

Following a question regarding the review of the Sheerwater Regeneration Scheme, the Executive was informed that work would continue as planned on the contractually committed phases of the Scheme. It was highlighted that a mid-point review of the Scheme, previously agreed by Council, would be brought forward. Alternative funding sources were also discussed.

Councillor Davis raised a number of questions regarding the report, including options for Thameswey Central Milton Keynes (TCMK), disposal of Thameswey Housing Limited (THL) assets and St Michael's Community Hub. It was hoped that the Community Hub would be delivered, however the Council would need to consider the project as part of the mid-point review as it was not yet contractually committed. It was confirmed that there were no current plans to change Thameswey's purpose, which included delivering affordable housing.

RESOLVED

That (i) the report be noted: and

(ii) a further report will be made to Full Council at its meeting on 23 February 2023 on:

- a) the level of funding required to continue a proposed level of Thameswey activity from within the Business Plans;
- b) to note the wider Thameswey Business Plans;
- c) to agree the review period for Sheerwater phases; and
- d) to agree the wider Shareholder actions for review in 2023.

Reason: Further work is required before Full Council via the Shareholder Advisory Group on a more robust approach to the review and approval of Thameswey Business Plans to balance ambition and affordability for Woking Borough Council.

## **7. MASTERPLAN UPDATE AND NEXT STAGE EXE22-047**

Councillor Lyons, Portfolio Holder for Planning Policy, introduced the report which provided details of the public consultation and engagement undertaken on the Masterplan and set out options for next steps. It was noted that over 850 formal consultation responses had been received. The wide-ranging consultation had included opportunities for residents, organisations and developers to engage in person, online and at different locations in the Borough, including a pop-up shop in the Town Centre. Following a potential legal challenge, changes to the planning system, and the likely consequence of the second appeal decision in relation to Crown Place, it was noted that the Council should not proceed to adopt the Masterplan in its current form. The Portfolio Holder advised that Officers were considering next steps and a report on those options would be brought to a future meeting of the Executive.

Councillor Dorsett raised a number of questions regarding the report, including the decision to bring forward the Masterplan as a Supplementary Planning Document (SPD) rather than a Development Plan Document (DPD), the Crown Place appeal, legal advice on the validity of the Masterplan, and potential conflict with the SADPD. Councillor Lyons responded to the points raised. It was explained that the Masterplan had been prepared within the context of the existing planning policy framework, with a statutory status as an SPD, providing illustrative guidance on what might be appropriate on specified sites in the Town Centre.

The Executive welcomed the responses to the Masterplan consultation, which included comments on sustainable development, transport, culture and leisure, and thanked residents for taking part in the consultation.

RESOLVED

That (i) the report be noted; and

- (ii) Officers to bring back a details options report to a future meeting of the Executive.

Reason: For officers to fully assess options to provide thorough advice for Members to agree next steps.

## **8. PLAY AREA PROVISION EXE23-010**

Following pre-decision scrutiny by the Overview and Scrutiny Committee at its meeting on 23 January 2023, the Executive received a report which set out a proposed approach to assessing the future refurbishment needs across the Borough's existing play areas. Councillor Nicholson, Portfolio Holder for Green Spaces and Play, highlighted the importance of play and its many benefits to children. The report set out a proposed approach to assessing play area refurbishment priorities. Following a question regarding consultancy costs, the Executive was advised that such costs would be dependent on the scope of the strategic assessment which was still to be finalised. It was anticipated that any potential consultancy fees could be covered through existing budgets.

The Executive welcomed the report, noting that play area refurbishment assessment would include consideration of neurodiverse and other additional needs. In addition, ensuring the Council's play areas were well maintained would form an important part of meeting Green Flag standards.

### **RESOLVED**

- That (i) the proposed approach to assessing play area refurbishment priorities outlined in the report be agreed;
- (ii) Officers begin developing a programme of works for those priorities identified through the refurbishment assessment, within the available project budgets for the coming year; and
  - (iii) Officers seek proposals from appropriate consultants to undertake a strategic assessment of the Council's play areas, as outlined in the report.

Reason: The decision will contribute towards the Working for All Strategy objectives related to play, by enabling officers to implement an evidence-based approach to prioritising play area refurbishment need, thus focussing available budgets where they are most needed and can be most effective.

## **9. SEP 2025 - A PARTNERSHIP APPROACH TO WASTE PREVENTION AND RECYCLING EXE23-023**

Councillor Graves, Portfolio Holder for Waste and Recycling, introduced the report which sought approval on the partnership approach to waste prevention and recycling in Surrey for the next three years through the adoption of the Surrey Environment Partnership's SEP 2025 Strategy. The Strategy sought to provide a clear strategic direction for the Surrey Environment Partnership until 2025 to help manage Surrey's recycling and waste in the most efficient, effective, economical and sustainable way.

Officers confirmed that the end destinations of all waste in Surrey was tracked and information was available on those destinations on the Surrey Environment Partnership website.

Discussion ensued on the key strategic ambitions set out in the report, such as increasing the recycling rate to 55% by 2025 and 65% by 2035. The Executive heard that the Portfolio Holder would work with Officers, Surrey Environment Partnership and Joint Waste Solutions (JWS) to develop the Council's individualised delivery plan. The importance of engaging with residents to reduce their waste, especially food waste, was highlighted. Members also discussed a potential proposal for free garden waste collection and the ambition for Council-owned vehicles and those used by its partners to be zero emission by 2030.

**RESOLVED**

- That (i) the SEP 2025, attached at Appendix 1 to the report, be endorsed and adopted as set out in the approach document in Annex 1 to the report; and
- (ii) the Strategic Director – Place be delegated to approve the local delivery plan for Woking, in consultation with the Portfolio Holder and in partnership with Joint Waste Solutions.

Reason: Adopting SEP 2025 will enable the Council to work in partnership with Surrey's authorities in the face of a number of challenges at a new level of focus to reduce costs where possible whilst increasing performance and still providing a high-quality service to Surrey residents. It will also ensure as a partnership, that Surrey's authorities are well prepared to manage the changes that will need to be introduced as a result of the Resources and Waste Strategy (RaWS) in the most efficient and effective way.

**10. CIL – APPLICATION FOR FUNDING - ALL SAINTS CHURCH, WOODHAM EXE23-022**

The Executive received the first report for an application for Community Infrastructure Levy (CIL) following new arrangements for approval of CIL expenditure as a result of the disestablishment of the Woking Joint Committee. It was noted that the application sought approval for £10,000 additional CIL funds towards new energy efficient underfloor heating at All Saints Church, Woodham. The Joint Committee had previously agreed funding of £40,000 at its meeting on 22 June 2022. It was highlighted that the County Councillor had been consulted on the application, both before the Executive and when the application was considered by the Joint Committee.

The Leader advised that, for future CIL applications for funding, the Executive welcomed the Councillors submitting the applications to attend in support.

**RESOLVED**

- That (i) the application submitted by the Ward Councillors for Canalside Ward to secure £10,000 to cover the increased cost of building work undertaken to install underfloor heating at the All Saints Church, Woodham in Canalside Ward be approved; and

- (ii) the Strategic Director – Place be authorised to approve payment for the cost of work undertaken to install the underfloor heating, supported by invoices submitted to the Council. The additional CIL funds sought of £10,000 will be drawn from the CIL income available for Canalside Ward, which stands at £303,218.38.

Reason: The CIL application meets the agreed list of requirements that must be met when applying for CIL money to fund local community projects.

## 11. PERFORMANCE AND FINANCIAL MONITORING INFORMATION

The Leader advised that the latest available Performance and Financial Monitoring Information (Green Book) was October 2022. As the October 2022 Green Book had been received at the last Executive, it was agreed that it was not necessary to discuss the item again.

## 12. MONITORING REPORTS - WOKING FOR ALL STRATEGY EXE23-015

The Executive received a report which provided an update on how the Council was performing against the actions resulting from the Woking For All Strategy (WFAS) and the Supplementary and Amended Priorities document. The Executive welcomed the progress made on delivering the Strategy. Several areas of work were highlighted by the Leader, including food and café offers at St Mary's Community Centre and Moorcroft, strengthening in-house resources in housing, and exploring funding options to develop safe, secure, and well-located cycle parking provision.

RESOLVED

That progress against the actions resulting from the Woking For All Strategy and the Supplementary and Amended Priorities document be noted.

Reason: To ensure that robust performance monitoring is in place to support the delivery of the Council's Woking For All Strategy.

**This document was published on Friday 3 February 2023 and the decisions within it will be implemented on Monday 13 February 2023, subject to call-in.**

The meeting commenced at 7.00 pm  
and ended at 9.06 pm.

Chairman: \_\_\_\_\_

Date: \_\_\_\_\_