

## RECOMMENDATIONS OF THE EXECUTIVE

### Executive Summary

The Council is invited to consider the recommendations from the meetings of the Executive held 6 June 2019 and 11 July 2019. The recommendations as set out in the minutes of the Executive are set out below.

### EXECUTIVE – 6 JUNE 2019

#### A. NOTICE OF MOTION - CLLR A-M BARKER - REVIEW OF COMMITTEE STRUCTURE EXE19-040

At its meeting on 20 May 2019, the Council referred the following Notice of Motion to the Executive for consideration.

Councillor A-M Barker

“Council notes that The Localism Act 2011 gave local authorities power to choose the committee system over their current system of governance and that the modern committee system may offer advantages over the current Strong Leader and Executive model.

Council supports

The setting up of a task group to consider whether it would be beneficial to the Council to move to a committee system.”

Councillor Barker attended the meeting and spoke in support of the Motion. Councillor Barker commented that a move to a modern committee system would increase transparency and involve more Councillors in decision making. The Executive was supportive of reviewing the current Strong Leader and Executive model and was in favour of forming a task group to explore the advantages and disadvantages of the Council moving to a committee system. It was suggested that the task group consist of two Conservatives, two Liberal Democrats, one Labour and one Independent and that names be put forward at Council on 25 July 2019.

#### **RECOMMENDED to Council**

**That the Motion be supported.**

#### B. WOKING BOROUGH COUNCIL SINGLE USE PLASTICS (SUP) POLICY EXE19-039

Councillor K M Davis, Portfolio Holder for Environment and Sustainability, introduced the report which sought approval of the Executive to recommend to Council the adoption of a Woking Borough Council Single Use Plastics (SUP) Policy. Councillor Davis advised that the Climate Change Working Group had been consulted on the proposed Policy at its meeting on 14 March 2019. Attention was drawn to paragraph 5.1 of the report which set out the positive steps taken by the Borough Council to reduce the amount of avoidable single use plastics, such as the launch of Refill Woking in the Town Centre and the installation of two new bottle filling stations in Albion Square.

Councillor Davis proposed an additional recommendation to the report in order to strengthen the Council's commitment regarding single use plastics. The proposed additional recommendation, which was seconded by Councillor Kemp, to read “the Council removes all

## Recommendations of the Executive

single use plastics from its estate, and the services it provides directly, by the end of 2020, as far as is practicable". The Executive agreed the additional recommendation.

Following a question regarding the term 'Council estate' used in the report, it was explained that the term referred to areas which the Council had control over at an operational level and which were directly owned by the Council. The Portfolio Holder suggested that the Climate Change Working Group consider what could be included under 'Council estate' in terms of single use plastics.

Following a question regarding littering from vehicles, the Executive was advised that further work was required around identification of perpetrators and enforcement. However, a reference to this would be incorporated into the Policy before it was considered by Council.

### **RECOMMENDED to Council**

- That (i) the proposal for a Woking Borough Council Single Use Plastic (SUP) Policy be agreed, subject to amendments by the Executive;**
- (ii) the final policy be supported and published on the website;**
- (iii) delegated authority be given to the Green Infrastructure Manager, in consultation with the Portfolio Holder for Environment and Sustainability, to approve future updates to the Borough Council's SUP Policy;**
- (iv) formal support be given to the Surrey Environment Partnership SUP Strategy and Action Plan;**
- (v) local initiatives to address SUP reduction in Woking Borough be supported, such as Plastic Free Communities; and**
- (vi) the Council removes all single use plastics from its estate, and the services it provides directly, by the end of 2020, as far as is practicable.**

Reason: To seek support for these policies and initiatives as part of delivery of the Borough's climate change and sustainability strategy – Woking 2050.

### **C. CHILDREN'S CENTRES EXE19-038**

The Executive received a report which sought approval of the Executive to recommend to Council that Woking Borough Council become the lead provider for Family Centres in Woking and develop the vital outreach support to families. Councillor Kemp, Portfolio Holder for Family Support Programme, explained that the proposal followed the County Council's review of children's services and the development of the Family Service to support families with children aged 0 to 11 that were the most vulnerable. It was noted that service delivery would move from a centre based approach to a more flexible community based approach. Two Family Centres would be established in Sheerwater and Goldsworth Park and Borough-wide support from Family Centre staff would continue to be delivered by outreach staff in family homes and appropriate community venues.

Following a question concerning direct services with health, the Executive was informed that Officers were aware of the need to rehouse those services and that it would be part of the process going forward.

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Regarding referrals, the Portfolio Holder advised that research had demonstrated that the majority of referrals came from GPs, social workers and other professional and voluntary services and not from children's centres.

The Executive welcomed the positive proposal for Woking Borough Council to become the lead provider for Family Centres in Woking in partnership with Surrey County Council, noting that it would be the first such arrangement in Surrey.

### **RECOMMENDED to Council**

**That Woking Borough Council will be the lead provider for Woking Family Centres in a partnership arrangement with Surrey County Council.**

Reason: To ensure the continued provision of children's services in the Borough.

## **EXECUTIVE – 11 JULY 2019**

In respect of the following item on Temporary Accommodation, the Mayor will move that the item is deferred to Part II of the agenda (Press and Public excluded) in the event any Member wishes to discuss matters arising from the recommendation which are deemed confidential.

### **D. TEMPORARY ACCOMMODATION EXE19-041**

Councillor D Harlow, Portfolio Holder for Housing Services, introduced the report and informed the Executive that a review had been undertaken of the Council's current temporary accommodation schemes which had identified that urgent and significant investment was required to refurbish the accommodation to an acceptable standard. The Portfolio Holder explained that the report sought approval of the Executive to recommend to Council the acquisition and conversion of a Woking town centre site for use as temporary accommodation. In addition, the report also recommended to Council a proposal to improve the housing standards of the Council's current temporary accommodation properties and the disposal of 37 St John's Road which had formerly been used as temporary accommodation.

Following a question regarding the estimated valuation of 37 St John's Road, it was noted that Officers would be expected to obtain best value for the site. Regarding the proposal to undertake refurbishment of Claremont Avenue temporary accommodation properties rather than to rebuild, the Portfolio Holder advised that the refurbished accommodation would offer vital short to medium term availability. The Executive was informed that a full strategic review of the Council's temporary accommodation would be undertaken within two years of the new town centre scheme, subject to approval of the proposed acquisition.

The Chairman highlighted an amendment to recommendation (iv) in order to make clear that both the Portfolio Holder for Housing Services and the Portfolio Holder for Asset Management would be consulted by the Director of Housing if it was necessary to proceed with the purchase of an alternative town centre site for use as temporary accommodation in the event that the acquisition of the identified site fell through.

### **RECOMMENDED to Council**

- That (i) the acquisition and conversion of a Woking town centre site for the use as temporary accommodation be approved for a total project cost of circa £4,600,000;**
- (ii) the proposal to improve the housing standards of the Council's current temporary accommodation properties, at a**

total cost of circa £152,000, be approved to ensure that the provision is fit for purpose;

- (iii) the vacant property at 37 St Johns Road (formerly used as temporary accommodation) be disposed of and the capital receipt re-invested towards implementing recommendations (i) and (ii) above;
- (iv) in the event that the acquisition of the identified site falls through, the Director of Housing, in consultation with the Portfolio Holder for Housing Services and the Portfolio Holder for Asset Management, be authorised to identify and proceed with the purchase of an alternative town centre site for use as temporary accommodation, providing the financial business case is broadly similar; and
- (v) the Director of Housing be authorised to take all necessary actions to achieve the outcomes referred to in (i) – (iv) above.

Reason: To enable the Council to provide good quality, local short-term accommodation to households facing homelessness in the Borough.

**E. WOKING BOROUGH COUNCIL STREET NAMING AND NUMBERING POLICY EXE19-036**

The Executive received a report which sought approval of the Executive to recommend to Council the adoption of a Street Naming and Numbering (SNN) Policy for Woking Borough Council. The Executive noted that the Council had a statutory responsibility to assign addresses to properties in the Borough. It was noted that the Policy provided clear guidelines for both residents and the Council, and would ensure a concise and consistent approach to address management. The importance of maintaining the uniqueness of addresses for emergency services was highlighted. Members discussed the street name guidelines set out in paragraph 3.3 of Appendix 1 to the report.

Following a suggestion that numbers be added to house names in order to assist emergency services and deliveries, Officers advised that such a request would cause disruption to residents as it would require residents to change their personal details.

The Chairman thanked Officers for their hard work to create the first Street Naming and Numbering Policy for the Council.

**RECOMMENDED to Council**

- That (i) the Street Naming and Numbering Policy, attached at Appendix 1 to the report, be approved;
- (ii) the Street Naming and Numbering Policy be published on the Council's website; and
  - (iii) the Green Infrastructure Manager, in consultation with the Portfolio Holder for Environment and Sustainability, be given delegated authority to approve future updates to the Street Naming and Numbering Policies to reflect new information.

Reason: To explain local Addressing requirements in compliance with national guidelines and, with delegated authority, to keep the SNN Policy up to date in the future.

**F. ROYAL HORTICULTURAL SOCIETY (WISLEY) - APPLICATION FOR FINANCIAL ASSISTANCE EXE18-124**

The Executive received a report which recommended that funding of £100,000 be awarded to the Royal Horticultural Society (Wisley) towards the cost of the project to build the Centre for Horticultural Science and Learning. Councillor A Azad, Portfolio Holder for Grants to Voluntary and Community Organisations, explained that the new Centre would enhance RHS Wisley's renowned expertise and benefit the local community. Councillor Azad drew attention to the collaborative working relationship with RHS Wisley on the Council's green agenda and climate change in recent years. Community outreach work, for example at Sythwood Children's Centre and in Sheerwater, was also highlighted.

Councillor Forster stated that the Liberal Democrat Group was not supportive of the application due to the organisation's healthy financial position and its location outside of the Borough. Councillor Forster queried how much the work RHS Wisley did on community projects in the Borough cost. Officers advised that the total cost incurred by RHS Wisley in relation to the Sheerwater project was £24,000, of which £10,000 was direct payment and £14,000 was in kind. Officers further advised that other projects in the Borough had not been costed in the same way, however RHS Wisley had dedicated a vast amount of time to organisations within the Borough and had also provided advice and access to RHS Wisley for tailored events, such as Youth Takeover Days for Winston Churchill School and Bishop David Brown School.

The Executive noted that the funding request would come out of the Council's capital grants budget which was a separate fund to the revenue grants budget. The Executive welcomed the transformational project and the Council's valuable collaborative working with RHS Wisley whilst recognising concern expressed at the request to fund an organisation outside of the Borough. It was suggested that reassurance could be obtained from RHS Wisley on its continued investment in the Borough. The Chairman stated that the matter should be a recommendation to Council in order to allow all Members an opportunity to vote on the funding application.

The Chairman commented that consideration could be given to recommending to Council any future significant capital grant funding applications which were outside of the Borough. It was also noted that the Shadow Portfolio Holder would be invited to the initial Officer meeting with the Leader and Portfolio Holder in October to discuss the 2020-21 grant applications.

**RECOMMENDED to Council**

**That funding of £100,000 be awarded from the Community Fund towards the cost of the project to build the Centre of Learning and Science.**

Reason: To enable the RHS to continue to grow and invest in the future of its members and horticultural science.

**Background Papers:** None.

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