

To the Members of the Cabinet.

Your attendance is requested at a meeting of the Cabinet to be held in the Council Chamber, Pippbrook, Dorking on **TUESDAY 26th March 2019 at 7.00pm** for the transaction of the business set out in the following agenda.

Karen Brimacombe
Chief Executive
18th March 2019

Members of the Cabinet and Portfolios

Councillor Vivienne Michael - Leader of the Council

Councillor Simon Edge - Prosperity

Councillor David Harper - Planning Policy

Councillor David Hawksworth - Wellbeing

Councillor Chris Hunt - Planning Services and Housing

Councillor Metin Huseyin - Finance, Performance and Risk

Councillor Corinna Osborne-Patterson - People and Rural Mole Valley

Councillor Patricia Wiltshire - Environment

Councillor Charles Yarwood - Deputy Leader, Strategy 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 Cabinet, 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 Cabinet only).

AGENDA

1. Minutes

To approve as a correct record the minutes of the Cabinet meeting held on 5th February 2019.

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.



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4. Councillor Question Time	-
<p>To receive Councillor questions at this meeting on any matter in which the Cabinet has powers or duties or which affects the District. Thirty 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 & Electoral Services Manager by 10.00am on the Thursday preceding the meeting (21 March 2019).</p>	
5. Report of the Scrutiny Committee	-
<p>The Cabinet will receive a report on the work of the Scrutiny Committee from the Chairman of that Committee.</p>	
6. Report of the Scrutiny Committee's Planning Panel [KEY DECISION]	5-74
<p><u>Recommendation</u></p> <p>That the Cabinet considers the report of the Scrutiny Committee's Planning Panel on the operation of the Planning Service and the actions that have been agreed by the Planning Improvement Board following its consideration of the Panel's response to the recommendations of the Peer Review.</p> <p>Chair of Planning Panel: Councillor Margaret Cooksey</p>	
7. Great Bookham and Little Bookham—Proposed Postal Address Consultation [KEY DECISION]	75-80
<p><u>Recommendations</u></p> <p>That the Cabinet advise the Royal Mail that MVDC gives its approval to the Royal Mail to consult residents on changes to the address of properties in the Bookham KT 23 postcode to distinguish between Great Bookham and Little Bookham.</p> <p>Cabinet Member: Councillor Chris Hunt</p> <p>Corporate Priorities: Community Wellbeing</p>	
8. Recommendations Arising from the Development Strategy and Viability Study and next steps for the Swan Centre, Leatherhead [KEY DECISION]	81-92
<p><u>Recommendations</u></p> <ol style="list-style-type: none"> 1. That the recommended Master Plan for the Swan Centre is approved; and 2. That £30,000 be allocated from the Regeneration Reserve for the purpose of undertaking soft-market testing with potential delivery partners and sourcing associated specialist legal and financial/tax advice to mitigate market and delivery risk. <p>Cabinet Member: Councillor Edge</p> <p>Corporate Priorities: Prosperity</p>	
9. A Single Use Plastic Strategy for Surrey [KEY DECISION]	93-120
<p><u>Recommendations</u></p> <ol style="list-style-type: none"> 1. That the Single Use Plastics Strategy for Surrey is adopted and published on the MVDC website 2. That subject to the availability of resources, MVDC contributes to the implementation of the proposals in the Single Use Plastic Five Year Actions Plan 	

3. Progress against the delivery of the Action Plan in Mole Valley be monitored; Members be updated through MOSS during the year and an annual report on progress be presented to the Scrutiny Committee.
4. That the Surrey Waste Partnership be encouraged to investigate and learn from plastic reduction initiatives abroad as well as in the UK.

Cabinet Member: Councillor Wiltshire

Corporate Priorities: Environment

10. Customer Services Strategy 2019-24 121-136

Recommendations

The Cabinet is asked to approved the Customer Services Strategy 2019-24 set out at Appendix A.

Cabinet Member: Councillor Osborne-Patterson

Corporate Priorities: The strategy supports the Council in delivering the Guiding Principles of the Council Strategy with effect from 1 April 2019.

11. 2019-20 Annual Plan, Performance Indicators and Strategic Risk Register 137-156

Recommendation

That the Cabinet:-

1. approves the 2019-20 Annual Plan and Performance Indicators, and;
2. notes the Strategic Risk Register

Cabinet Member: Councillor Vivienne Michael

Corporate Priorities: The 2019-20 Annual Plan sets out Mole Valley District Council's (MVDC) objectives which demonstrate how it will deliver the commitments for each of the Council Strategy priority outcomes.

12. Risk Management Policy Review 157-184

Recommendations

Cabinet is asked to:

1. Approve the updated Risk Management Policy
2. Approve the Council's risk tolerance level
3. Approve that the review of the Risk Management Policy should be carried out every four years

Cabinet Member: Councillor Metin Huseyin

Corporate Priorities: Effective risk management is fundamental to the Council delivering its Corporate Priorities.

13. Private Sector Housing Enforcement Policy 185-232

Recommendations

1. Cabinet approves and adopts the Private Sector Housing Enforcement Policy and the associated policy documents, including the approach to agreeing Civil Penalties, as outlined in Section 11 and Appendix 3 of the Policy.

2. Authority be delegated to the Executive Head of Service for Place and Environment, in consultation with the Cabinet Member for Environment, to make any minor amendments to the policy that may be necessary when it is reviewed annually.
3. Cabinet notes that the introduction of a charge for the service of Housing Act notices, as outlined in Section 4.1, which has been set in accordance with the current principles for fees and charges.

Cabinet Member: Councillor Patricia Wiltshire

Corporate Priorities: Environment and Community Wellbeing

14. Proposed Changes to the Services Delivered by the Shared Environmental Health and Licensing Service 237-243

Recommendations

1. That Cabinet approves the request made by the senior management team at Tandridge District Council to increase the services delivered by the Shared Environmental Health and Licensing Service subject to an agreement from Tandridge District Council to review the total budget for service delivery across both districts and ensure the appropriate apportionment of costs.
2. That Cabinet agrees changes be made to the Inter Authority Agreement in order for additional services to be delivered by the Shared Environmental Health and Licensing Service.

Cabinet Member: Councillor Patricia Wiltshire

Corporate Priorities: Environment and Prosperity

15. 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.

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please telephone Lucy O'Connell on **01306 879384** or
e-mail: lucy.oconnell@molevalley.gov.uk

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