



9 July 2014

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Please note the earlier start time of this meeting

To the Councillors of Spelthorne Borough Council

I hereby summon you to attend a meeting of the Council to be held in the **Council Chamber, Council Offices, Knowle Green, Staines-upon-Thames** on **Thursday 17 July 2014** commencing at **7.00pm** for the transaction of the following business.

Roberto Tambini
Chief Executive

Councillors are encouraged to wear their badge of past office at the Council meeting.

Description	Page Number
1. A Presentation to Team Spelthorne	
A presentation of the Fair Play Award to members of Team Spelthorne from the Procter and Gamble Surrey Youth Games 2014.	
2. A Presentation from Surrey Police	
To receive a presentation from the Police and Crime Commissioner and Assistant Chief Constable, Stuart Cundy, and Temporary Chief Superintendent, John Boshier, on the past twelve months' performance of the police and their future plans.	
3. Apologies for absence	
To receive any apologies for non-attendance.	
4. Minutes	
To confirm as a correct record the minutes of the Annual Council meeting held on 20 May 2014.	1 - 4
5. Disclosures of Interest	
To receive any disclosures of interest from members in accordance with the Council's Code of Conduct for members.	
6. Announcements from the Mayor	
To receive any announcements from the Mayor.	
7. Announcements from the Leader	
To receive any announcements from the Leader.	
8. Announcements from the Chief Executive	
To receive any announcements from the Chief Executive.	
9. Questions from members of the public	
The Leader or his nominee to answer questions raised by members of the public in accordance with Standing Order 13.	
10. Petitions	
There are no petitions.	
11. Recommendation of the Cabinet	
To consider the recommendation of the Cabinet from its meeting of 15 July 2014.	5

Description	Page Number
12. Recommendation of the Licensing Committee	
To consider the recommendation of the Licensing Committee from its meeting of 9 July 2014.	6
13. Reports from the Leader of the Council	
To receive the reports from the Leader of the Council on the work of the Cabinet.	7 - 10
14. Report from the Chairman of the Audit Committee	
To receive the report from the Chairman of the Audit Committee on the work of her Committee.	11 - 12
15. Report from the Chairman of the Licensing Committee	
To receive the report from the Chairman of the Licensing Committee on the work of his Committee.	13 - 14
16. Report from the Chairman of the Members' Code of Conduct Committee	
To receive the report from the Chairman of the Members' Code of Conduct Committee on the work of his Committee.	15
17. Reports from the Chairman of the Overview and Scrutiny Committee	
To receive the reports from the Chairman of the Overview and Scrutiny Committee on the work of her Committee.	16 - 19
18. Report from the Chairman of the Planning Committee	
To receive the report from the Chairman of the Planning Committee on the work of his Committee.	20
19. Motions	
There are no motions.	
20. Questions on Ward Issues	
The Leader or his nominee to answer questions from members on issues in their ward, in accordance with Standing Order 14.	
21. General questions	
The Leader or his nominee to answer questions from members on matters affecting the Borough, in accordance with Standing Order 14.	
22. Urgent Business	
To consider any urgent business.	

MINUTES OF THE SPELTHORNE BOROUGH COUNCIL

**Minutes of the Annual Council Meeting of Spelthorne Borough Council
held in the Council Chamber, Council Offices, Knowle Green, Staines-
upon-Thames on Tuesday 20 May 2014 at 7.30pm**

Present:

Councillors:

Ayers F.	Francis M.P.	Mitchell A.J.
Ayub A.	Frazer C.M.	Patel D.
Bannister C.A.	Friday A.E.	Patterson A.C.
Broom P.A.	Gething N.	Pinkerton J.M.
Bushnell M.	Gohil D.	Saliagopoulos D.
Davis C.A.	Grant D.L.	Sexton J.
Dunn R.D.	Harman A.C.	Sider R.W.
Dunn S.A.	Harvey I.T.E.	Smith-Ainsley R.A.
Evans T.J.M.	Leighton V.J.	Spoor B.
Forbes-Forsyth P. (Deputy Leader)	Madams M.	Watts R.L. (Leader)
Forsbrey G.E.		Webb S.

Mr. Murray Litvak, Chairman of the Members' Code of Conduct Committee was also in attendance.

Councillor A.C. Harman, The Mayor, in the Chair

120/14 Election of the Mayor

The retiring Mayor, Councillor Tony Harman, welcomed all Members and guests to the Annual Meeting of the Council. He thanked the officers of the Council and in particular the Chief Executive, Roberto Tambini and the Mayor's secretary Mrs Gillian Vince, for their hard work and support during his time as Mayor.

The Mayor presented a bottle of champagne to his wife, Mayoress Mrs Daphne Harman as a small token of appreciation for her dedication to the role of Mayoress and to his secretary Mrs Gillian Vince for her support.

It was moved by Councillor A.E. Friday and seconded by Councillor C.M. Frazer and

Resolved that Councillor Suzy P. Webb be appointed Mayor for the Municipal Year 2014/2015.

A short adjournment took place to hand over the robes and badge of Office to the new Mayor during which Zoe Bowyer, a student at St. Paul's Roman

Annual Council Meeting, 20 May 2014 - continued

Catholic College, Sunbury-on-Thames, sang two classical pieces: 'Panis Angelicus' by Cesar Franck and 'O mio babbino caro', 'O my beloved father', by Puccini.

Councillor Suzy P. Webb made the declaration of acceptance of office as Mayor of the Borough of Spelthorne and took the Chair. She thanked her proposer and seconder and the Council for supporting her in her election as Mayor. She presented Councillor Tony Harman with the past Mayor's badge and a scrapbook commemorating his time in office.

The Mayor presented Mrs Daphne Harman with the past Mayoress' badge. The Mayor paid tribute to Councillor Tony Harman and his wife, Daphne, for undertaking their civic duties with warmth, humour and dignity. She thanked them for their work with the voluntary sector which had been greatly appreciated.

The Mayor had appointed a Chaplain for her Mayoral Year, the Reverend Father Paul Davies, Parish Priest of St. Mary's Church, Sunbury-on-Thames and she invited him onto the dais to receive a badge of office.

The Mayor said she felt honoured by the trust placed in her to carry out the office of Mayor in the Borough of Spelthorne. In recognition of the fifth anniversary of Spelthorne's twinning with Melun, France and Grand Port, Mauritius she gave a special message in French to the Council's friends in those countries.

The Mayor's Charity Fund would be supporting Parkinson's UK, (Staines-upon-Thames branch), The Purple Angel (helping to raise awareness of dementia related illness) and the Salvation Army Youth Outreach Service.

121/14 Apologies for absence

Apologies for absence were received from Councillors I.J. Beardsmore, S.E.W. Budd, M.W. Rough, C.L. Spencer, C.V. Strong and S. Taylor.

122/14 Minutes

The minutes of the Council meeting held on 24 April 2014 were approved as a correct record.

123/14 Election of the Deputy Mayor

It was moved by Councillor V.J. Leighton and seconded by Councillor C.M. Frazer and

Resolved that Councillor M.P.C. Francis be appointed Deputy Mayor for the Municipal Year 2014/2015.

Councillor Mark Francis made the declaration of acceptance of office as Deputy Mayor of the Borough of Spelthorne.

Annual Council Meeting, 20 May 2014 - continued

The Mayor congratulated Councillor Mark Francis on his election and invested him with the Badge of Office of Deputy Mayor.

The Mayor also presented the Deputy Mayoress' Badge to the Deputy Mayoress, Mrs Catherine Francis.

Councillor Mark Francis briefly addressed the Council and said he looked forward to supporting the Mayor over the coming Mayoral year.

124/14 Disclosures of Interest

There were none.

125/14 Announcements from the Mayor

The Mayor announced the upcoming Commemoration to the outset of the Great War 1914-1918, taking place on 2 August 2014 from 10.30am until noon at the Old Town Hall, Staines-upon-Thames. Future events would include a Trident Day and Magna Carta celebration for which full details would be notified nearer the time.

126/14 Announcements from the Leader

The Leader took this opportunity to congratulate Councillor Suzy P. Webb on her election as Mayor and wished her every success for her Mayoral year.

The Leader announced the progress that Cabinet had made in managing the Council's assets. The Council had recently let several redundant buildings in parks in Ashford and Stanwell, to Surrey Mental Health, a community café and a dance school. These were all projects which benefitted the community and provided some income.

127/14 Committees 2014-15

Details of the Committees, their size, the political allocation of seats and the members to serve on them had been laid round at the meeting as **Appendix A** to all Members of the Council. The Council also had regard to the information set out at Agenda item 8.

It was moved by Councillor R.L. Watts and seconded by Councillor P. Forbes-Forsyth and

Resolved to agree:

- a) the appointment of the Committees shown at Agenda Item 8 (1), of the size indicated and with the terms of reference and functions set out in Part 3 (a) of the Council's Constitution.
- b) the allocation of seats as shown at Agenda Item 8 (2).
- c) the Members to serve on Committees as shown on Appendix A. (attached to these minutes)

Annual Council Meeting, 20 May 2014 - continued

- d) that Mr. Murray Litvak and Miss Sue Faulkner be appointed as Chairman and Vice-Chairman, respectively, of the Members' Code of Conduct Committee.

128/14 Appointments by the Council to Outside Bodies

South West Middlesex Crematorium

It was moved by Councillor R.L. Watts and seconded by Councillor P. Forbes-Forsyth and

Resolved that Councillor P.A. Broom be appointed as the Council's representative to the South West Middlesex Crematorium Board.

It was moved by Councillor P. Forbes-Forsyth and seconded by Councillor J.M. Pinkerton and

Resolved that Councillor R.L. Watts be appointed as the Council's Deputy representative to the South West Crematorium Board.

Surrey Police and Crime Panel

It was moved by Councillor R.L. Watts and seconded by Councillor J.M. Pinkerton and

Resolved that Councillor C.A.Davis be appointed as the Council's representative on the Surrey Police and Crime Panel.

Recommendation of the Cabinet

Cabinet meeting held on 15 July 2014

- 1. Replacement payment system for Elmsleigh surface and multi-storey car parks – Key Decision**
- 1.1 Cabinet considered a report on a request for capital funding of an additional £40,000 to allow installation of a replacement payment system for Elmsleigh surface and multi-storey car parks.
- 1.2 **Resolved to recommend** that Council agrees to capital funding of an additional £40,000 to allow installation of a replacement payment system for Elmsleigh surface and multi-storey car parks.

Councillor Robert Watts
Leader of the Council

17 July 2014

Recommendation of the Licensing Committee

1. **Revision to the scheme of delegations in respect of functions under the Licensing Act 2003**
 - 1.1 The Licensing Committee has considered a report on a proposed revision to the scheme of delegations in respect of functions under the Licensing Act 2003.
 - 1.2 The Licensing Act 2003 has been amended by the Police Reform and Social Responsibility Act 2011 giving the status of “Responsible Authority” to the Licensing Authority. The Licensing Authority has always been a Responsible Authority in respect of the Gambling Act 2005. That function is delegated to the Assistant Chief Executive.
 - 1.3 As a Responsible Authority, the Licensing Authority itself may make representations under the Licensing Act 2003 in respect of new applications under section 17 and applications to vary licences under section 34 and to apply for the review of a premises licence on behalf of the Licensing Authority under section 51.
 - 1.4 It is proposed that the function of Responsible Authority for the Licensing Authority under the 2003 Act should also be delegated to the Assistant Chief Executive.
 - 1.5 **The Licensing Committee recommends to Council that the proposal to delegate the Assistant Chief Executive to undertake the function of Responsible Authority under the Licensing Act 2003, be approved.**

Councillor Robin Sider
Chairman of the Licensing Committee

17 July 2014

Report from the Leader of the Council on the work of the Cabinet

This is my report as the Leader of the Council on the work of the Cabinet. It is an overview of the main business considered by the Cabinet at its meeting on 24 June 2014.

1. Street cleansing vehicles tender – Key Decision

- 1.1 We considered a report on a proposal to procure five specialist street cleansing vehicles.
- 1.2 We agreed to:
 - Authorise the Head of Streetscene to procure five specialist street cleansing vehicles through a framework agreement for a period of three years commencing in November 2014.
 - Delegate the final selection of the vehicles and the contractor to the Head of Streetscene in consultation with the portfolio holder.
 - Authorise the Head of Streetscene to continue to use Riverside truck rental to carry out scheduled and unplanned maintenance on all Council owned and leased fleet vehicles.

2. Sale of land at Kingston Road, Ashford to Surrey County Council – Key Decision

- 2.1 We considered a report on a proposal to sell the freehold on the piece of land in Kingston Road, Ashford to Surrey County Council.
- 2.2 We agreed to authorise the Joint Head of Asset Management, in consultation with the Portfolio Holder, to secure the unconditional sale of the freehold site at Kingston Road, Ashford to Surrey County Council, subject to valuation advice.

3. Sale of freehold land at Annett Close – Key Decision

- 3.1 We considered a report on a proposal to sell the freehold title of a small parcel of land at Annett Close, Upper Halliford to Denton Homes Ltd.
- 3.2 We agreed to the sale of the freehold title to this small parcel of land to Denton Homes Ltd. for an agreed sum of £165,000.

4. Land adjacent to 355 London Road, Staines-upon-Thames

- 4.1 We considered a report on a proposal to lease the land adjacent to 355 London Road, Staines-upon-Thames.
- 4.2 We agreed to accept the tender from Mr Ball in the sum of £10,250 pa for a term of 10 years.

5. Legal Services Partnership with Reigate and Banstead Borough Council

5.1 We considered a report on a proposed partnership project between Spelthorne and Reigate and Banstead's Legal Services teams.

5.2 We agreed to:

- Note the anticipated benefits of the Council's proposed partnership project for Legal Services.
- Endorse, in principle, the Council's commitment to a Legal Services partnership with Reigate and Banstead BC.
- Delegate authority to the Chief Executive to progress the partnership proposal to a more detailed stage.
- Note that updates will be provided to Cabinet at a future date when progress has been made on the implementation of the project.

Councillor Robert Watts

Leader of the Council

17 July 2014

Report from the Leader of the Council on the work of the Cabinet

This is my report as the Leader of the Council on the work of the Cabinet. It is an overview of the main business considered by the Cabinet at its meeting on 15 July 2014.

1. Replacement payment system for Elmsleigh surface and multi-storey car parks – Key Decision

- 1.1 We considered a report on a request for capital funding of an additional £40,000 to allow installation of a replacement payment system for Elmsleigh surface and multi-storey car parks.
- 1.2 We agreed to recommend that Council agrees to capital funding of an additional £40,000 to allow installation of a replacement payment system for Elmsleigh surface and multi-storey car parks.

2. Leisure Centre needs analysis

- 2.1 We considered a report on the results of a needs analysis survey on future provision of a leisure facility.
- 2.2 We agreed to:
 - Note the needs analysis report which indicates a requirement for the provision of a leisure facility.
 - Approve the next stage, which is a feasibility study, to refine options, opportunities for delivery, layout and costs for future leisure centre provision in Spelthorne.

3. Developing a Housing Strategy for Spelthorne Borough Council

- 3.1 We considered a report on proposals to develop a Housing Strategy.
- 3.2 We agreed to:
 - Note the report attached and agree the recommendations set out in Section 9.0 (Appendix 1) and the action plan.
 - Agree a policy and procedure for the discharge of the homelessness duty into the private rented sector (Appendix 3).
 - Agree to consult partners and the public on the draft housing strategy.
 - Ask officers, in consultation with the portfolio holder, to prepare a report for October's Council detailing practical and financial solutions to the shortage of temporary, private sector rented properties, as outlined in Appendix 1. para. 6.7 of the report.

4. Contract for monitoring calls from the Spelthorne Alarm Network (SPAN)

- 4.1 We considered a report on the proposed process to renew the contract for SPAN.
- 4.2 We agreed to delegate the appointment of a suitable contractor to the Head of Housing and Independent Living in consultation with the portfolio holder.

5. Energy Procurement – Laser 2016-2020

- 5.1 We considered a report on energy procurement for the Council's assets.
- 5.2 We agreed to support the officers' recommendations contained in the report and to continue to purchase energy in advance with Laser for the period 2016 to 2020.

6. Bailiff Contract Review

- 6.1 We considered a report on a proposal to extend the existing contract.
- 6.2 We agreed to extend the existing Bailiff contract with Chandlers until 30 June 2018.

Councillor Robert Watts

Leader of the Council

17 July 2014

Report of the Chairman on the work of the Audit Committee

The Audit Committee held a meeting on 26 June 2014 and considered the following items of business.

1. Corporate Risk Management - Performance Management Arrangements

The Committee noted and accepted the quarterly update on the Corporate Risk Register.

The Committee received an update from the Assistant Chief Executive, Lee O'Neil on the Council's Performance Management arrangements. He outlined that under the arrangements a new working group had been formed to monitor and review the progress of the Corporate Plan and recommend to Cabinet ways to improve Council services.

Consequently the Committee requested an update following the first Performance Management Working Group meeting at the next Audit Committee on 18 September 2014.

2. Corporate Risk Management

The Committee noted and accepted the quarterly update on the Corporate Risk Register.

The Committee requested the attendance of the Head of Corporate Governance at the next Audit Committee on 18 September 2014 to outline the steps taken to mitigate the risks associated with information governance.

Additionally the Committee noted the arranged attendance of the Risk and Resilience Manager, at the Audit Committee on 18 September 2014 to answer queries relating to Emergency Planning and the outcomes of the Flood Summit which was held on 5 June 2014.

3. Internal Audit Annual Report

The Committee noted a report which summarised the work undertaken by Audit Services during the period April 2013 – March 2014.

The Committee noted internal audit's overall opinion on the Council's internal control environment, that it was adequate and effective.

It was noted that any shortcomings which were identified with a significant level of risk attached have been transferred onto the Council's Corporate Risk Register for quarterly monitoring by Management Team and the Audit Committee.

The Committee recognised that the implementation of audit recommendations would reduce risks for the authority and failure to undertake internal audit work to the required standards would lessen the Council's assurance that effective control systems are in place and could result in an increase in the Council's annual external audit fee.

4. Committee Work Programme 2014-15

The Committee considered and approved its Work Programme for the remainder of the municipal year 2014/15.

Councillor Mrs M.J. Madams

Chairman of the Audit Committee

17 July 2014

Report of the Chairman on the work of the Licensing Committee

There have been four Licensing Sub-Committee meetings and one Committee meeting since my last report. Details of their work are set out below.

1. Licensing Sub-Committee – 7 April 2014

A Licensing Sub-Committee considered a report to determine whether or not Mr M.S. Kapur was a fit and proper person to continue to hold a Hackney Carriage driver licence. The Sub-Committee refused to renew Mr Kapur's licence upon the expiry of the temporary extension of licence to 17 April 2014, for the reasons set out in the decision notice.

2. Licensing Sub-Committee – 14 May 2014

A Licensing Sub-Committee considered a report to determine whether or not Mr P. Croden was a fit and proper person to hold a Private Hire driver licence. The Sub-Committee granted Mr Croden's application for a licence for the reasons set out in the decision notice.

3. Licensing Sub-Committee – 29 May 2014

A Licensing Sub-Committee considered a report to determine whether or not Mr G. Ahmadyar was a fit and proper person to hold a Hackney Carriage driver licence. The Sub-Committee suspended Mr Ahmadyar's licence for a period of 21 days for the reasons set out in the decision notice.

4. Licensing Sub-Committee - 16 June 2014

A Licensing Sub-Committee considered an application for a Premises Licence at Express Stop, 19 The Parade, Sunbury-on-Thames in the light of objections from local residents. The Sub-Committee granted the licence subject to an amendment to the hours for sale of alcohol and additional conditions, as agreed between Surrey Police and the applicant prior to the hearing.

5. Licensing Committee – 9 July 2014

The Committee considered a report on a revision to the scheme of delegations in respect of functions under the Licensing Act 2003. The Committee agreed to recommend to Council the delegation of the function of Responsible Authority under the Licensing Act 2003 to the Assistant Chief Executive.

The Committee noted a report on Cumulative Impact Policies, outlining what they are and how they can be used. It noted that it would be for a responsible authority to make representations that such a policy was justified based on evidence of unusually high levels of crime and disorder associated with the consumption of alcohol in a particular area. The Committee agreed that a summary of the main features of a Cumulative Impact Policy be circulated to all members, to assist them in dealing with questions from residents when an application for a new premises licence is received in their ward.

The Committee noted a report outlining the current provision of taxi ranks within the Borough, enforcement issues with the five space rank in Gresham Road and plans for the future to look at installation of new stands. The Committee asked

officers to pursue Surrey County Council for the early reinstatement of the taxi rank in Church Road, Ashford.

The Committee noted a report outlining the Law Commission's proposed reform of taxi and private hire legislation. The draft Bill and recommendations were published on 23 May 2104 but its passage through Parliament is yet to be announced.

Councillor Robin Sider
Chairman of the Licensing Committee

17 July 2014

Report of the Chairman on the work of the Members' Code of Conduct Committee

The Members' Code of Conduct Committee has met once since the last Council meeting on 19 June 2014 and considered the following items of business.

1. Independent Person Protocol

- 1.1 The Committee discussed and approved a draft Independent Person Protocol subject to the inclusion of timescales for responses. The Protocol sets out the roles and responsibilities and expected conduct of an Independent Person, during their involvement in complaints against members under the Code of Conduct.

2. Staff Code of Conduct

- 2.1 The Committee discussed improvements to the Staff Code of Conduct declaration form to bring it in line with the requirements of the Staff Code of Conduct.
- 2.2 The Committee asked officers to re-draft the declaration form and prepare a guidance note to accompany it for further consideration at the next meeting.

3. Member Training and Registers of Interest

- 3.1 The Committee noted that after the provision of four training sessions on the revised Code of Conduct there were still 8 members who had not received the training.
- 3.2 The Committee was concerned to note that two of the members who had not been trained were members of this Committee and agreed that I should speak to the Leader of the Conservative Group about this situation.
- 3.3 It was noted that all registers of non-pecuniary interests had now been returned.

Murray Litvak

Chairman of the Members' Code of Conduct Committee

17 July 2014

Report of the Chairman on the work of the Overview and Scrutiny Committee

The Overview and Scrutiny Committee has met twice since the last Council meeting. This report gives an overview of the issues considered at the 13 May 2014 meeting.

1. Residents' Associations – engagement with key Council services and opportunities for involvement

- 1.1 The Committee discussed residents' satisfaction with Council services and what mattered most to them, with representatives of Residents' Associations.
- 1.2 I am pleased to note that Residents' Associations are broadly satisfied with the delivery of Council services, recognising that the Council is doing all it can within the financial constraints it faces.
- 1.3 The Committee agreed to: send information about computer training courses for older people and registering for the Council's e-newsletter to all Residents' Associations; provide information about the different methods available for engaging with the Council and ask Residents' Associations how they wished to be communicated with; explore how the Council captures residents' data (email addresses) in order to communicate more effectively; commit to continue using various forms of media for communication to cater for all preferences and write to County Cllr John Furey to advise that residents had raised the topic of roads as their top matter of concern.
- 1.4 The Committee gave information about opportunities for community involvement provided by the Localism Act 2011, to the Residents' Associations and agreed to the request to send more detailed information on Neighbourhood Plans and Assets of Community Value.

2. Leader's Task Groups

- 2.1 The Committee noted progress from the Leader's Task Groups looking at Fixed Assets and Environment and Waste.
- 2.2 The Committee agreed to receive feedback on Heathrow's proposals for airport parking, and its impact on the Council's plans to redevelop an allotment site in Stanwell Moor for the same purpose, once more information was available.

3. Rail Transport – update

- 3.1 The Committee noted an update on proposals for improvements in rail provision both within and close to the Borough.
- 3.2 The Committee endorsed the Council's approach to supporting proposals of proven benefit to local residents and businesses.
- 3.3 The Committee agreed that the Council should do all it could to push forward beneficial proposals and asked to be kept updated of any developments in the proposed rail schemes, so that it may have an opportunity to examine them at an early stage.

4. Budget Issues

- 4.1 The Committee noted an update on the Council's approach to securing a balanced budget in 2015-2016 and beyond. It noted three areas of focus to achieve this: income generation – aiming for a minimum of an additional £1m per annum within the next three years; reduced accommodation costs – options for relocating from Knowle Green and a structure review of the Council.
- 4.2 The Committee asked for a further update in September 2014 at which time initial recommendations were likely.

5. Projects Update

- 5.1 The Committee noted an update on progress made with current projects and the work of the corporate project office.

6. Waste Strategy and Management update

- 6.1 The Committee noted an update report on waste and recycling activities both within Surrey and specifically local activities in Spelthorne.
- 6.2 The Committee was concerned that Spelthorne's recycling rate was the lowest in comparison to all other Surrey authorities. The Committee asked for a further report with more information on the resources that were needed to achieve the 3% improvement target, to be brought to a future meeting.
- 6.3 The Committee asked officers to ensure that councillors were informed of pro-active measures being provided to residents to help them reduce and reuse their waste.

Councillor Philippa Broom

Chairman of the Overview and Scrutiny Committee

17 July 2014

Report of the Chairman on the work of the Overview and Scrutiny Committee

This report gives an overview of the issues considered at the 8 July 2014 meeting.

1. Bus Provision in Spelthorne

- 1.1 The Committee discussed the provision of bus services in Spelthorne with representatives of Surrey County Council, the bus operator, Abellio and residents affected by the reduction in bus services to Stanwell Moor.
- 1.2 It noted the reasons for the changes to the 441 bus service. Members were concerned to hear that residents of Stanwell Moor no longer have a bus service to take them directly to essential local facilities and have to cross a busy dual carriageway to reach the bus stop for an indirect service to Staines.
- 1.3 The Committee agreed that the safety of residents is a high priority for the Council and should be an essential component of any consideration for making changes to the transport service. The Committee requested information from Surrey County Council as soon as possible on how it would address the issue of residents having to cross a busy dual carriageway to access a bus stop.
- 1.4 The Committee noted that Surrey County Council had begun a Local Transport review that aimed to integrate services and make efficiency savings. It noted that a wide public/stakeholder engagement, including other Surrey authorities was due to start in September 2014.
- 1.5 The Committee queried what action had already been taken to find efficiencies through partnership working and to look at innovative solutions.
- 1.6 The Committee asked to be involved in the Local Transport Review later in the year and that this review should include an evaluation of the impact caused by the change in provision of the 441 bus service, and a review of the 216 service. The Committee encouraged Surrey County Council and bus operators to look creatively at other options for providing a local transport service including partnership working with BAA and community buses.

2. Developing a Housing Strategy for Spelthorne

- 2.1 The Committee received a presentation from an Independent Housing Advisor on her recommendations in the Council's proposed Housing Strategy to address the issues of the lack of temporary accommodation and the ability to discharge the Council's homelessness duty.
- 2.2 The Committee agreed to consider the matter in more detail once the report had been to Cabinet.

3. A2Dominion (A2D) – plans for Spelthorne

- 3.1 The Committee received a presentation from representatives of A2Dominion covering: history and current operating environment; investment in new homes; re-investment in stock and the community; reviewing and improving its services; and plans for the future.

3.2 The Committee explored the reasons for customer dissatisfaction with A2Dominion's services, particularly relating to the attitude of staff, incorrect service charges and delays to repairs.

3.3 The Committee thanked A2Dominion for their presentation and hoped they would continue to work to improve customer satisfaction and address the service charging issues. The Committee asked A2D for further updates on their work on a more regular basis.

4. Financial Reports

4.1 The Committee noted two financial reports setting out the provisional outturn position for both revenue and capital for 2013/2014.

4.2 The Committee also noted the Treasury Management annual report for 2013/14 which covered the Council's activities in the borrowing and investment market.

5. Committee Work Programme 2014-2015

5.1 The Vice-Chairman Councillor A.E. Friday gave a brief refresher on the role and work of the Overview and Scrutiny Committee.

5.2 The Committee noted the work it had undertaken during 2013-14.

5.3 The Committee identified topics of interest/concern that could be considered for inclusion in the work programme for 2014-15. As Chairman, I will be working with the Vice-Chairman and officers to produce a work programme from the topics identified by the Committee.

Councillor Philippa Broom

Chairman of the Overview and Scrutiny Committee

17 July 2014

Report of the Chairman on the work of the Planning Committee

The Planning Committee has met three times since the previous report was prepared for the Council meeting. This report therefore gives an overview of the key items considered by the Committee at the meetings on 7 May, 4 June, and 2 July 2014.

The meeting on **7 May** dealt with 3 items. Public speaking took place on each of the items with 3 people taking the opportunity to address the Committee. The key items considered by the Committee were:

- The refusal of planning permission for the erection of 3 dwellings at land to the east of Churchill Way Sunbury.
- The Committee also considered an application for a 132 bedroom hotel at 524-538 London Road, Ashford. A motion to refuse the application in accordance with the officer recommendation was lost and the item was deferred because a holding direction issued by the Highways Agency prevented the application being considered for approval.

The meeting on **4 June** dealt with 5 items. Public speaking took place on 4 of the items with 7 people taking the opportunity to address the Committee. The key items considered by the Committee were:

- The refusal of planning permission for the erection of 17 dwellings at the former Tennis Courts off the Ridings Sunbury.
- The granting of planning permission and listed building consent for the extension of Halliford House Walton Lane Shepperton.
- At the meeting authority was also given for the serving of an enforcement notice relating to the conversion and extension of a garage to form a new dwelling at 48 Park Road.

The meeting on **2 July** dealt with 3 items with 3 people taking the opportunity to address the Committee. The key items considered by the Committee related to:

- The granting of planning permission for the erection of 4 dwellings at land to the rear of 2-24 Allen Road Sunbury.
- The Committee also granted advertisement consent for the installation 27 banners on lampposts along Church Road Ashford.

Councillor Richard Smith-Ainsley

Chairman of the Planning Committee

17 July 2014

