



16 October 2013

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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 24 October 2013** commencing at **7.30pm** 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. Tributes to the late Mayor, Councillor Isobel Napper

2. Election of the Mayor

(a). To elect the Mayor of the Borough for the remainder of the Municipal Year 2013-14.

(b). The Mayor to make the Declaration of Acceptance of Office.

3. Apologies for absence

To receive any apologies for non-attendance.

4. Minutes

To confirm as a correct record the minutes of the Council meeting held on 25 July 2013.

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5. Election of the Deputy Mayor

(a). To elect the Deputy Mayor of the Borough for the remainder of the Municipal Year 2013-14.

(b). The Deputy Mayor to make the Declaration of Acceptance of Office.

6. Disclosures of Interest

To receive any disclosures of interest from members in accordance with the Council's Code of Conduct for members.

7. Announcements from the Mayor

To receive any announcements from the Mayor.

8. Announcements from the Leader

To receive any announcements from the Leader.

9. Announcements from the Chief Executive

To receive any announcements from the Chief Executive.

10. 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 14.

11. Petitions

To receive any petitions to the Council.

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12. Recommendations of the Cabinet	
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13. Report from the Leader of the Council	
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17. Report from the Chairman of Overview and Scrutiny Committee	
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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 - 21
19. Motions	
Under Standing Order 17, the Council has received Notice of the following two Motions:	
(a). "This Council opposes the closure of fire stations in Sunbury and Staines-upon-Thames. In the event that Surrey County Council proceeds with the closures, this Council insists that, at any new station, there will be at least two fully-manned and fully operational fire appliances on a 24-hour basis". Proposed by Councillor Chris Frazer and Seconded by Councillor Spencer Taylor.	
(b). "Whilst recognising the futility of preserving uneconomic businesses, this Council notes with concern the number of public houses closing within the borough and the consequent loss to the community of a valuable amenity. It will seek wherever practical to promote the operation of local public houses through rigorous application of its own planning policies and will support any proposal for the Secretary of State to require community consultation before approval is given for conversion." Proposed by Councillor Alfred Friday and Seconded by Councillor Tim Evans.	

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 15.

21. General questions

The Leader or his nominee to answer questions from members on matters affecting the Borough in accordance with Standing Order 15.

22. Urgent Business

To consider any urgent business.

**Minutes of the Council Meeting of Spelthorne Borough Council held in
the Council Chamber, Council Offices, Knowle Green, Staines-upon-
Thames on Thursday 25 July 2013 at 7.30pm**

Present:

Ayers F.	Dunn S.A.	Leighton V.J.
Ayub A.	Forbes-Forsyth P. (<i>Deputy Leader</i>)	Madams M.
Bannister C.A.	Forsbrey G.E.	Patel D.
Beardsmore I.J.	Frazer C.M.	Pinkerton J.M.
Broom P.A.	Friday A.E.	Sexton J.
Budd S.E.W.	Gething N.	Sider R.W.
Bushnell M.	Gohil D.	Smith-Ainsley R.A.
Dale J.A.	Harman A.C.	Spoor B.
Davis C.A.	Harvey I.T.E.	Strong C.V.
Dunn R.D.		Taylor S.D.

Mr Murray Litvak, Chairman of the Members' Code of Conduct Committee.

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

The Deputy Mayor welcomed his guests to the meeting: the Surrey Police and Crime Commissioner, Mr Kevin Hurley; the Team Spelthorne boys' basketball team and coaches; Debbie Hazell, SLM manager; Honor Wright B.E.M and Paul Woodham B.E.M.

190/13 Apologies

Apologies for absence were received from The Mayor, Councillor I. Napper, the Leader, Councillor R.L. Watts, Councillors T.J.M Evans, D.L. Grant, A.J. Mitchell, A.C. Patterson, M.W. Rough, C.L. Spencer, S. Webb and Miss Sue Faulkner, Vice-Chairman of the Members' Code of Conduct Committee.

191/13 Minutes

The minutes of the Annual Council meeting held on 23 May 2013 were approved as a correct record, subject to the inclusion at Minute 139/13B, of the following words, "Councillor Spencer, in proposing Councillor Grant, recognised the service she had given to the South West Middlesex Crematorium Board over 19 years and as Chairman for 7 years."

192/13 Disclosures of Interest

There were no disclosures of interest.

193/13 Surrey Police and Crime Commissioner

Kevin Hurley, the Police and Crime Commissioner for Surrey addressed the Council on his role which includes: overseeing the work of Surrey Police, holding the Chief Constable to account and helping to tackle the crime issues

Council 25 July 2013 – continued

that matter to the public. Mr Hurley spoke about Surrey Police's six main priorities, as identified by the public, which are to:

- Take a zero-tolerance approach to policing in Surrey
- Deliver more visible street policing
- Put victims at the centre of the criminal justice system
- Give the public more opportunities to have their say about policing
- Protect local policing, standing up for officers and
- Promoting the highest standards of service

194/13 Announcements from the Mayor

In the absence of the Mayor, the Deputy Mayor, Councillor Tony Harman read announcements on her behalf.

The Mayor attended the 17th P&G Surrey Youth Games last month at which Team Spelthorne finished an impressive second place overall. She sent her warmest congratulations to the students who took part and thanked the officers who helped the successful young people.

The Deputy Mayor congratulated the boys' basketball team and their coaches on their gold medal victory at the Surrey Youth Games and presented each of them with a certificate.

The Deputy Mayor announced that Debbie Hazell, the general manager at Sunbury Leisure Centre, had been awarded SLM's 'Manager of the Year Award' out of 76 nominations. He presented her with a trophy and the Council congratulated her on her achievement.

The Deputy Mayor continued to read the Mayor's Announcements:

The Mayor acknowledged that three people from Staines were recognised in the recent Queen's Birthday Honours': Councillor Jean Pinkerton who was awarded an OBE for services to Education; Mr Paul Woodham, for his voluntary services to deaf blind people through the Sense Holiday Programme and Honor Wright for her services to end-of-life care in her capacity as a Marie Curie Nurse and Ambassador, both of whom were awarded the British Empire Medal.

The Deputy Mayor presented Paul Woodham and Honor Wright with a token in recognition of their achievement and the Council joined in congratulating both of them on behalf of the people of Spelthorne.

The Deputy Mayor finished reading the Mayor's Announcements:

She had been present at the official opening of Walton Bridge along with the Leader and other councillors. Photographs of both herself and the Mayor of Elmbridge in ceremonial dress were placed in a Time Capsule that was buried on the site. She wished to send this Council's congratulations to Surrey County Council for securing Government funding for the Bridge.

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She informed the Council that the recent Staines-upon-Thames Day had been very successful and thanked the volunteers and officers for their help and in particular Councillor Penny Forbes-Forsyth who organised the event.

Mayor's Events

The Deputy Mayor informed Councillors about upcoming Mayoral events:

- The Mayor's Charity Golf Day to be held at the Ashford Manor Golf Club on Monday 16 September.
- The Mayor's Civic Reception for the Business Sector taking place on Tuesday 29 October, at the Ashford Manor Golf Club.
- The Charity Ball is booked for 22 March 2014 at the Orangery, Shepperton Studios.

195/13 Announcements from the Leader

In the absence of the Leader of the Council, the Deputy Leader, Councillor Penny Forbes-Forsyth made the following announcements.

She mentioned the success of Surrey Youth Games which led to many young people going on to participate in sport after the event. As well as giving young people access to free coaching in preparation for the Games, the Council had obtained a grant to provide free squash lessons and cardio tennis. She also announced the launch of a Walking for Health scheme with guide leaflets available from the Council offices.

She encouraged councillors to attend the annual Youth Achievement Awards which celebrate the successes and achievements of young people in the Borough in future years.

She thanked schools and Natalie Taylor from Innervate for their support and work in running the successful Careers Fair at Strode's College on 16 July. The event was attended by 700 Year 9 and 10 pupils from all the Spelthorne schools and Magna Carta School in Runnymede.

She announced the opening of the Wellbeing Centre at the Greeno Day Centre in Shepperton, which would provide support and help for carers, families and individuals with early onset of dementia. She congratulated those involved in the project which was delivered on time and to budget.

She stated that the Council was providing play scheme vouchers to give low income families access to activities for their children during the summer.

Finally, she announced that the Walled Garden in Sunbury had won the prestigious Green Flag Award for the third year running. She encouraged all to visit the Walled Garden to see for themselves the hard work which had resulted in this award being won three years in a row.

Council 25 July 2013 – continued

She took the opportunity to thank all the staff for their tireless commitment in working with the Cabinet which had led to these achievements and wished them a well-deserved summer break.

196/13 Announcements from the Chief Executive

There were none.

197/13 Questions from members of the public

There were none.

198/13 Recommendation of the Members' Code of Conduct Committee

The Council considered the recommendation of the Members' Code of Conduct Committee on revisions to the Member and Staff Codes of Conduct.

RESOLVED to approve:

- a) the revised Member Code of Conduct
- b) the revised Staff Code of Conduct (subject to an amendment to import paragraph 9 of the Member Code into the Staff Code)
- c) the Policy on Gifts, Hospitality and Sponsorship;
- d) the Conflicts of Interest Policy
- e) that the Monitoring Officer be authorised to make consequential amendments to Standing Orders and the constitution.

The Chairman of the Members' Code of Conduct Committee, Mr Murray Litvak, expressed his thanks to the members of the Committee and in particular Michael Graham, the Head of Corporate Governance, for his wise counsel at all their meetings.

199/13 Report from the Leader of the Council

In the absence of the Leader, the Deputy Leader, Councillor Penny Forbes-Forsyth, presented the report of the Leader on the work of the Cabinet at its meetings held on 25 June 2013 and 16 July 2013.

Councillor Penny Forbes-Forsyth responded to questions from Councillor Frank Ayers on fly-tipping, Christmas Lights and the playing Pitch Strategy. Councillor Colin Davis responded to a question from Councillor Ian Beardsmore on Christmas Lights. A question was raised by Councillor Colin Strong for which an answer was promised to be circulated by the Deputy Leader.

200/13 Report from the Chairman of the Audit Committee

The Chairman of the Audit Committee, Councillor Dipak Gohil, presented his report, which outlined the matters the Committee had decided since the last Council meeting.

The Chairman also expressed his thanks to the Audit Team for their work over the last two years since he had been Chairman.

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201/13 Report from the Chairman of the Licensing Committee

The Vice-Chairman of the Licensing Committee, Councillor Judy Dale, presented the report of the Chairman, which outlined the matters the Committee had decided since the last Council meeting.

202/13 Report from the Chairman of the Members' Code of Conduct Committee

The Chairman of the Members' Code of Conduct Committee, Murray Litvak, presented his report which outlined the matters the Committee had decided since the last Council meeting.

203/13 Report from the Chairman of the Overview and Scrutiny Committee

The Chairman of the Overview and Scrutiny Committee, Councillor Philippa Broom, presented her report which outlined the matters the Committee had decided since the last Council meeting.

204/13 Report from the Chairman of the Planning Committee

The Chairman of the Planning Committee, Councillor Richard Smith-Ainsley, presented his report which outlined the matters the Committee had decided since the last Council meeting.

205/13 Motions

The Deputy Mayor reported that under Standing Order 16.3, the Council had received Notice of two Motions.

Councillor Robin Sider proposed and Councillor Alfred Friday seconded the first motion:

"That this Council records and congratulates Councillor Jean Pinkerton on her award of The Most Excellent Order of the British Empire in HM The Queen's Birthday honours list of 2013."

The Motion was discussed, put to the vote, and it was carried.

Councillor Ian Beardsmore proposed and Councillor Sandra Dunn seconded the second motion:

"This Council continues to oppose housing and all other inappropriate development in the Green Belt."

The Motion was debated and Councillor Richard Smith-Ainsley proposed and Councillor Vivienne Leighton seconded the following amendment to the Motion, with the addition of the words in italics:

"This Council continues to oppose housing and all other inappropriate development in the Green Belt *unless*

For housing

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- a) *The housing is not considered to be inappropriate development according to the NPPF or other emerging Government guidance.*
- b) *It is inappropriate development but 'very special circumstances' can be demonstrated by the applicant.*

For other inappropriate development

- a) *'very special circumstances' can be demonstrated by the applicant."*

The amendment to the Motion was debated, put to the vote, and carried.

The substantive Motion was then debated.

Under Standing Order 21.4 Councillor Chris Frazer requested a recorded vote.

FOR	All members present voted in favour of the substantive motion.
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The substantive Motion was carried unanimously.

206/13 Questions on Ward Issues

There were no questions received on ward issues.

207/13 General questions

Under Standing Order 14, Councillor Robin Sider asked the following general question:

"Will the Council join me in congratulating the Council's Leisure Team in the organisation of this year's Spelthorne Youth Awards which were an outstanding success and attended by so many members of the public supporting respective nominees receiving awards, and furthermore congratulate members of the Youth Council who presented and compered the evening with total confidence and enthusiasm?"

Response by the Deputy Leader of the Council, Councillor Penny Forbes-Forsyth:

"Councillor Sider, on behalf of the young people and the Leisure Team, I would like to thank you for your kind words. The event was attended by over 300 people and saw over 40 young people from Spelthorne recognised for their achievements in a number of categories including Triumph over Adversity and Unselfishness, Kindness & Bravery.

Brilliantly hosted by young people, this year's event also incorporated the achievements of Team Spelthorne in the Surrey Youth Games in which the borough finished 2nd overall. Our Bronze, Silver and Gold medal winners were introduced and officially collected the trophies at the Youth Awards.

Council 25 July 2013 – continued

The Leisure Team worked hard to find a way to merge the two events and provide a night to remember for all of those being recognised. I am delighted to say, they did just that!”

Under Standing Order 14, Councillor Richard Dunn asked the following general question:

“Does Spelthorne Council still support Heathrow’s expansion for runways 3 and/or 4 now that our MP, who was one of the main architects of this proposal, has had second thoughts and is now opposed to the scheme?”

Response by the Chairman of the Planning Committee, Councillor Richard Smith-Ainsley:

“Spelthorne Council acknowledges the three proposals for a third runway which were put forward by Heathrow on Wednesday 17 July and is studying the proposals carefully before giving an informed view. Whilst the Council supports Heathrow as the UK hub airport and continues to recognise the substantial economic benefits provided by the airport, it also recognises the significant uncertainty and worry this will cause residents, particularly those living in Stanwell Moor.

The Council will work closely with Heathrow in the coming months to gain a full understanding of the potential implications of each of the three options and in particular, the South West (Stanwell Moor) option.

A briefing will also take place in due course to enable the Borough councillors to consider the implications of the proposals before coming to a longer-term view on Heathrow.

It is ridiculous to describe our MP as a main architect of Heathrow’s expansion. We will be obtaining his views on the current proposal as well as listening to other individuals’ and organisations’ views from across the Borough.

The Council very much hopes the debate regarding the appropriateness of Stanwell Moor for expansion does not go on indefinitely as this could potentially blight the lives of our residents in Stanwell Moor.

The Airports Commission is due to deliver an interim report in December 2013 which will set out the options to be taken forward for further consideration. It is then expected that the Government will make a final decision in the summer 2015.”

Under Standing Order 14.2, Councillor Richard Dunn asked the following supplementary question:

“Has anyone actually spoken to the MP recently to gauge his views on Heathrow expansion as the media has stated that he wanted to put a runway 4 straight through Stanwell?”

Council 25 July 2013 – continued

Response by the Chairman of the Planning Committee, Councillor Richard Smith-Ainsley:

“Comments in the press about what our MP may have said may well be different in different newspapers. As far as we are concerned, as a Borough Council, we will deal with what we can affect. The MP deals with his own responsibilities and I cannot accurately comment on what he said because I do not know accurately what he did say. What I suggest is that Councillor Dunn speaks to our MP to clarify what he said and what his views are and whether they have been misinterpreted or not.”

208/13 Urgent Business

There were no urgent items.

Recommendation of the Cabinet

There is one recommendation from the Cabinet meeting held on 24 September 2013.

Search Moves Common Housing Allocations Policy – Key Decision

Cabinet considered a report on the Council's housing allocations policy which it has in common with Elmbridge Borough Council, Elmbridge Housing Trust and A2Dominion.

RESOLVED TO RECOMMEND that Council:

- Approves the proposed policy so the IT provider can be instructed to build the system to facilitate implementation of the new allocation policy.
- Approves the Portfolio holder to be given authority to approve any minor amendments to the policy due to the changing nature of legislation/case law and the changing needs of the community.

Councillor Robert Watts
Leader of the Council

24 October 2013

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 issues the Cabinet discussed at its meetings on 9 September and 24 September 2013.

Cabinet meeting on 9 September

1. Technical Reforms to Council Tax Discounts and Premiums (consultation) – Key Decision

- 1.1 We considered a report on the proposed options for consultation on technical reforms to Council Tax discounts and premiums.
- 1.2 We agreed to:
 - a. Approve the two options proposed for Council Tax discounts and premiums, including preferred Option 1.
 - b. Approve a formal six weeks' consultation period to consult on the options for Council Tax discounts and premiums.

2. Localisation of Council Tax support (consultation) – Key Decision

- 2.1 We considered a report on a revised local Council Tax support scheme.
- 2.2 We agreed to:
 - a. Approve the options for a revised local Council Tax scheme, including preferred Option 2.
 - b. Approve a formal six weeks' consultation period to consult on the options for a revised local Council Tax support scheme.
 - c. Note the timetable for implementation.

Cabinet meeting on 24 September

1. Economic Development Task Group and Economic Strategy (1st. draft) – Key Decision

- 1.1 We considered a report on the meeting of the Leader's Economic Development Task Group of 5 September 2013 and the 1st. draft of the Economic Strategy 2013.
- 1.2 We agreed to the first draft of the Economic Strategy for public consultation.

2. Commuted Sums Investment Strategy – Key Decision

- 2.1 We considered a report on the Commuted Sums Investment Strategy for Spelthorne.
- 2.2 We agreed to the Strategy as set out in Appendix 2 of the report of the Chief Executive.

3. Statement of Licensing Policy 2014-19 – Key Decision

- 3.1 We considered a report on the draft Statement of Licensing Policy for 2014-19
- 3.2 We agreed to the draft of the Statement of Licensing Policy 2014-19 being sent out for consultation with relevant stakeholders.

4. Safeguarding children and adults at risk policies – Key decision

- 4.1 We considered a report on the updated policies.
- 4.2 We agreed to:
 - a. Approve the Safeguarding Children and Adults at risk policies.
 - b. Approve a budget of £3000 per annum be allocated to pay casual staff to attend training in the future, and to
 - c. Approve a £1500 supplementary estimate for the remainder of this financial year 2013-14.
 - d. Approve that the portfolio holder will have delegated authority to approve any further amendments to the policy from Surrey County Council.

5. Gym extension at Spelthorne Leisure Centre

- 5.1 We considered a report on a request from SLM for a supplementary capital payment of £300,000 to extend the gymnasium at Spelthorne Leisure centre.
- 5.2 We agreed to approve a supplementary capital estimate of £300,000 for payment to SLM for this project in return for an addition to the existing management fee of £4,350 per month over the remaining 7-year term.

6. Local Enforcement (Planning) Policy

- 6.1 We considered a report on the Council's policy towards dealing with unauthorised development.
- 6.2 We agreed to adopt the policy as set out in Appendix 1 of the Assistant Chief Executive's report 'Local Enforcement Plan (Planning) - The Council's policy towards dealing with unauthorised development'.

7. Response to the Independent Airports Commission on submissions for a third and fourth runway at Heathrow airport

- 7.1 Cabinet considered a report on submissions made to the Davies Commission on proposals to add a third and possibly a fourth runway at Heathrow.

7.2 We agreed to request the Davies Commission to:

1. Maintain Heathrow's hub status which is the best and most expeditious way of securing the UK's aviation industry and in turn support the UK economy.
2. Support the North West runway options as the quickest, cheapest and least complex full third runway option at Heathrow.
3. Support the dual North West runway option as the most cost-effective and easy to implement of the fourth-runway options.
4. Strongly reject the South West option on the grounds of:
 - a. Cost
 - b. Delay in implementation
 - c. Construction complexity and risk to delivery
 - d. Significant environmental impact on a large number of people, uncertain environmental risks in resolving serious nature conservation and flood issues and uncertainty over continuity of fresh water supply for London.

Councillor Robert Watts
Leader of the Council

24 October 2013

Report of the Chairman on the work of the Audit Committee

The Audit Committee held a meeting on 19 September 2013 and considered the following items of business.

1. External Audit Report on 2012/13 Audit and Statement of Accounts

The Committee noted the External Audit report on the 2012/13 Statement of Accounts and the officer responses to the External Auditors' recommendations.

The Committee authorised the Chief Finance Officer to sign the letter of representation and the Chief Finance Officer and the Chairman of the Audit Committee to sign the Statement of Accounts.

2. Corporate Risk Management

The Committee noted and accepted the quarterly update on the Corporate Risk Register including progress with actions to mitigate the Council's risks.

The Committee requested that the Head of Streetscene attend the next Audit Committee to give an update on progress with a new inspection regime and the extent of internal horticultural expertise available to manage the grounds maintenance contract and tree maintenance works.

The Committee noted the Head of Streetscene's intention to undertake some horticultural training as a positive step.

3. Report on the effectiveness of the system of Internal Audit

The Committee noted a report on the effectiveness of the system of internal audit.

4. Annual Governance Statement

The Committee approved the draft Annual Governance Statement and endorsed the improvement actions identified in the Statement.

5. Committee Work Programme 2013/14

The Committee approved its Work Programme for the remainder of the Municipal Year 2013/14.

Councillor D. Gohil
Chairman of the Audit Committee

24 October 2013

Report of the Chairman on the work of the Crime and Disorder Scrutiny Committee

The Crime and Disorder Scrutiny Committee has met once since the last Council meeting and this report gives an overview of the issues considered.

1. Review of Community Safety – Update September 2013

- 1.1 The Committee received an update on Community Safety issues over the past year. Spelthorne's Neighbourhood Inspector, Ian St John from Surrey Police and the Cabinet member for Community Safety, Young People, Leisure and Culture, Councillor Penny Forbes-Forsyth attended to assist the discussions.
- 1.2 The Committee discussed the financial challenges facing Community Safety Partnerships. The Committee commended the active sourcing of funding for positions within the Community Safety team and requested an update on progress at the end of the year.
- 1.3 The Committee was concerned to note that the Anti-Social Behaviour officer was reducing his working hours from 5 to 4 days. The Committee asked officers to ensure the skill level within the Community Safety Team remained at an excellent standard.
- 1.4 The Committee was pleased to note that there had been a reduction in all reported crime compared to the same period last year and that this had been a trend for five years.
- 1.5 The Committee noted the success of the Junior Citizen scheme which was likely to be adopted as the model across the County and congratulated all those involved with its delivery.

2. Report from Surrey Police

- 2.1 The Committee received an overview of the issues facing Surrey Police in the Borough from Neighbourhood Inspector, Ian St. John. It noted that the only real issue in the last year was the recent increase in crimes of violence with injury, which were mainly of a domestic nature.
- 2.2 Inspector St. John told the Committee that the police saw sporadic violent crime in town centres but that violence with injury in Staines Town centre was very low. He was very happy to report that the figures on anti-social behaviour had seen a marked improvement.
- 2.3 Members of the Committee discussed the difficulties they faced with frequent turnover of police officers and getting to know their local officer each time a new one was appointed. Inspector St John acknowledged that this had been a problem in Spelthorne recently. He agreed to look at the handover to new officers with a view to improving communication between the police officer and the local councillors.

3. Neighbourhood Watch

- 3.1 The Committee received an update on the Spelthorne Neighbourhood Watch (NHW) scheme from the Chairman, Vic Smith.
- 3.2 He reported that a further 24 Watches had been set up across the borough in the past year, encompassing over 1,050 residents, which brought the total number of households in the Borough in a NHW scheme to 13,700. There was a 60-70% reduction in crime in locations with an active NHW.

- 3.3 The Committee discussed with Vic Smith how councillors could become more involved with their local NHW in order to support their local communities. The Committee agreed to explore the options for meeting with NHW officers and a police representative to discuss further the issue of communication between NHW and councillors.

Councillor Philippa Broom

24 October 2013

Chairman of the Crime and Disorder Scrutiny Committee

Report of the Chairman on the work of the Licensing Committee

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

1. Licensing Sub-Committee - 14 August 2013

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

2. Licensing Committee - 4 September 2013

The Licensing Committee elected me as Chairman for the remainder of the municipal year.

The Licensing Committee noted a report on the Scrap Metal Dealer's Act 2013 which created a revised regulatory regime for the scrap metal recycling and vehicle dismantling industries and was introduced to deal with the growing problem of metal thefts throughout the U.K.

The Committee noted that it would consider a further report recommending adoption of a policy for Scrap Metal Dealers and delegated authority for determining applications and fees for licences once the Regulations and Guidance on the Act had been published.

3. Licensing Sub-Committee - 9 September 2013

A Licensing Sub-Committee considered an application for a Premises Licence at Esso Shepperton Service Station in the light of an objection from a local resident. The Sub-Committee found that insufficient evidence had been presented in the application and at the hearing to enable it to establish whether or not the premises were used primarily as a garage. The Sub-Committee adjourned the meeting to 10 October 2013 to enable the applicant to provide further information in relation to turnover and footfall at the premises. The Sub-Committee subsequently adjourned the hearing further until 28 October 2013 to give the applicant an opportunity to present its case in relation to primary use, to the Sub-Committee.

4. Licensing Sub-Committee - 12 September 2013

A Licensing Sub-Committee considered a report to determine whether or not Mr F. Mohamad was a fit and proper person to continue to hold a Hackney Carriage driver licence. The Sub-Committee suspended Mr Mohamad's licence for a period of 35 days for the reasons set out in the decision notice.

5. Licensing Sub-Committee - 26 September 2013

A Licensing Sub-Committee considered a report to determine whether or not Mr H. Samim was a fit and proper person to continue to hold a Hackney Carriage driver licence. The Sub-Committee suspended Mr Samim's licence for a period of 28 days for the reasons set out in the decision notice.

6. Licensing Sub-Committee - 7 October 2013

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

Councillor Robin Sider
Chairman of the Licensing Committee

24 October 2013

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

The Overview and Scrutiny Committee has met once since the last Council meeting and this report gives an overview of the issues considered.

1. Financial Reports

- 1.1 The Committee noted two financial monitoring reports setting out spend for the period April to July 2013 and the forecast outturn position for both capital and revenue.
- 1.2 In relation to capital, £486k had been spent to date with a projected outturn spend anticipated of £1.749m which represented 91% of the revised budget.
- 1.3 The Committee discussed the report with the Senior Accountant and the Assistant Chief Executive and expressed its concern that the Council may not have sufficient capital funds in future to fully fund anticipated capital programmes. It agreed to keep a watchful eye on this situation.
- 1.4 In respect of revenue, the forecast outturn at net expenditure level was £12.099m. After taking into account the use of carry forwards, the net position resulted in a £309k underspend.

2. Leader's Task Groups

- 2.1 The Committee noted the progress that had been made with work on the three Leader's Task Groups looking at Economic Development, Fixed Assets and Environment and Waste. It commended the Deputy Head of Planning and Housing Strategy for the work he had done on the Local Economic Assessment and the initial draft of the Economic Development Strategy which is now out to consultation and will be before the Council for adoption by the end of the year. It noted the remarkable progress that had been made in the development of these documents in such a short period of time.

3. Health and Wellbeing Strategy – briefing paper

- 3.1 The Committee noted a briefing paper on health and wellbeing in Spelthorne which provided an update on the priorities for the NW Surrey Clinical Commissioning Group and the Surrey Health and Wellbeing Strategy and detailed how the Council is supporting these.

4. Planning Enforcement in Spelthorne

- 4.1 The Committee noted a report setting out the work and performance of the planning enforcement service and the proposed Local Enforcement Plan – the Council's Policy towards dealing with unauthorised development. The Committee discussed the list of current enforcement cases with the Head of Planning and Housing Strategy and asked that it be reviewed to clarify whether the action was still live, who was responsible for each case and where the hold ups were.

5. Social Media

- 5.1 The Committee noted a report on the use of Social Media in the Council. It agreed that I would work alongside Councillor Sexton in developing a Social Media Policy with the officers, for consideration by the Committee at its next meeting.

6. Remote Working

- 6.1 The Committee received a presentation and discussed an update report on the Council's remote working pilot, with the Assistant Chief Executive and Environmental Health Manager. The Committee agreed to receive an update report at its next meeting when further information would be available on the potential number of Council staff who could work remotely and the likely costs to support this project against the possible rental income.

7. Leisure and Culture Strategy

- 7.1 The Committee noted the second draft of the Leisure and Culture Strategy for 2013-2016, which had been amended to address the comments of the Committee and the task group, to include more on the health and wellbeing and economic benefits of leisure facilities.
- 7.2 The Committee commended the Leisure Services Manager and Councillors Frazer and Friday for their work to transform the draft Strategy.

Councillor Philippa Broom

Chairman of the Overview and Scrutiny Committee

24 October 2013

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 Planning Committee at the meetings on 31 July, 28 August, and 25 September, 2013.

The meeting on **31 July** dealt with 6 items. Public speaking took place on all of the items with 4 people taking the opportunity to address the Committee.

Four of the items related to extensions, alterations and external plant to the former Black Dog Public House at 337 Staines Road West, Ashford. These applications were all to enable conversion of the building into a Tesco Express store and were all approved.

At the meeting authority was also given for the serving of an Enforcement Notice to relating to the use of Kestrel, Horton Road, Stanwell as an adult's private members club.

The meeting on **28 August** dealt with 3 items. Public speaking took place on one of the items by one person. The following decisions were taken by the Committee:

- It was resolved to strongly object to a consultation by Surrey CC on a proposal to allow the importation of sand and gravel into the Hengrove Farm quarry working site in London Road Ashford.
- A strong objection was also raised to a connected consultation by Surrey CC on an application for Hengrove Farm which sought to allow the retention of the existing processing plant for a further period, with the consequent delay in the restoration of the site.
- The Committee also resolved to raise no objection to a consultation by Surrey CC on a proposal to extract sand and gravel from Homers Farm, London Road, Ashford subject to a number of requirements including the relocation of the access point.

The meeting on **25 September** dealt with 6 items. Public speaking took place on 4 of the items with 4 people taking the opportunity to address the Committee. The key decisions taken were:

- To grant permission for the erection of 29 flats at the former Crooked Billet PH site at 163 London Road, Staines.

- Permission was also granted for the redevelopment of 53 Leacroft, Staines to provide 11 houses.
- The Committee also resolved to strongly object to a consultation by the London Borough of Hillingdon on a proposal for enabling works at Heathrow Airport to allow implementation of full runway alteration during easterly operations.

Councillor Richard Smith- Ainsley
Chairman of the Planning Committee

24 October 2013