



19 February 2014

contact: Greg Halliwell
direct line: 01784 446267
e-mail: g.halliwell@spelthorne.gov.uk

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 27 February 2014** 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.

AGENDA

Description	Page Number
1. Apologies for absence	
To receive any apologies for non-attendance.	
2. Minutes	
To confirm as a correct record the minutes of the Council meeting held on 19 December 2013 and the Extraordinary meeting held on 16 January 2014.	1 - 12
3. Disclosures of Interest	
To receive any disclosures of interest from members in accordance with the Council's Code of Conduct for members.	
4. Announcements from the Mayor	
To receive any announcements from the Mayor.	
5. Announcements from the Leader	
To receive any announcements from the Leader.	
6. Announcements from the Chief Executive	
To receive any announcements from the Chief Executive.	
7. 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.	
8. Recommendations of the Cabinet	
(a). To consider the recommendations (attached) of the Cabinet meeting of 28 January 2014 on:	13 - 17
(1). Treasury Management Strategy Statement and Annual Investment Strategy 2014-15 - Key Decision	
(2). Annual Pay Policy Statement 2014-15	
(b). To consider the recommendations (attached) of the Cabinet meeting of 25 February 2014 on:	
(1). Detailed Revenue Budget 2014-15 - Key Decision (A Budget Book, 'The Green Book', will be laid round at the Council meeting and will reflect the recommendations made by Cabinet on 25 February 2014).	
(2). Draft Capital Programme 2014-15 to 2017-18 - Key Decision	
(3). Members' Allowances Scheme 2014-15	
(4). Calendar of meetings 2014-15	

Description	Page Number
9. Reports from the Leader of the Council	
To receive the reports from the Leader of the Council on the work of the Cabinet at its meetings on 28 January 2014 (attached) and 25 February 2014 (attached)	18 - 19
10. 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.	20
11. 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.	21
12. Report from the Chairman of the Overview and Scrutiny Committee	
To receive the report from the Chairman of the Overview and Scrutiny Committee on the work of her Committee.	22
13. 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.	23
14. Motions	
There are no Motions.	
15. 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.	
16. General questions	
The Leader or his nominee to answer questions from members on matters affecting the Borough in accordance with Standing Order 14.	
17. 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 19 December 2013 at 7.30pm

Present:

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

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

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

352/13 Apologies

Apologies for absence were received from Councillors C.A. Bannister, M. Bushnell, J.A. Dale, T.J.M Evans, M.W. Rough, J.R. Sexton, C.L. Spencer, C.V. Strong and Miss Sue Faulkner, Vice-Chairman of the Members' Code of Conduct Committee.

353/13 Minutes

The minutes of the Council meeting held on 24 October 2013 were approved as a correct record, subject to an amendment at Minute 288 /13 - Announcements from the Leader, to note that Shepperton High Street was awarded a 'Silver' and not a 'Silver Gilt' in the recent South East in Bloom competition.

354/13 Disclosures of Interest

There were no disclosures of interest.

355/13 Announcements from the Mayor

Mayor's Events

The Mayor thanked all those who attended his Civic Service and informed councillors of an upcoming event: the Mayor's Charity Race Night on 25 January 2014 at St. Peter's Church Hall, Laleham Road, Staines-upon-Thames.

Council 19 December 2013 – continued

Christmas Card Competition

The Mayor presented certificates to students from The Matthew Arnold School who had participated in the successful Christmas card competition in partnership with the Spelthorne Business Forum and the Borough Council.

The three winners were: Katie Amery-Lay for the design of the official Spelthorne Borough Council card; Alice Thompson for the design of the official Spelthorne Business Forum card; and Tazmin Marshall for the design of the official Matthew Arnold School card.

The runners up were: Tahira Abdul, Romaan Aftab, Chloe Boweren, Jack Copeland, Maisie Crittenden, Jade Evershed, Alfie Fryer, Vanessa Hack, Gina Hurst, Niamh Hutnell, Jasmin Lalli, Muslimah Mair, Kelly Mwaamba, Lene Neumann, Stephen Nicholson, Jack Porter, Alexandra Rolfe, Lizzie Tolland, Grace Toms and Hayley Walker.

356/13 Announcements from the Leader

The Leader, Councillor Robert Watts, welcomed the newly elected member for the Riverside and Laleham ward, Councillor Denise Saliagopoulos to the Council meeting.

The Leader made the following announcements:

Economic Well-Being

“The ‘UK Competitive Index 2013’ report has just been published. This document provides good evidence that our Borough is heading in the right direction. In 2010 we were 61st out of 379 local authority areas in England & Wales, which in itself is a healthy position, but in the latest research carried out independently by Cardiff University, Spelthorne is listed as the 13th best location. This provides the clearest signal to businesses when looking for a place to locate or set up, that Spelthorne is a premier location.

What does ‘competitiveness’ mean? Well the competitiveness of an area consists of factors that indicate the overall strength of an area to attract and retain new businesses, for instance it includes the number of businesses per 1,000 population, the number of business starts, the volume of knowledge based industries and other similar measures.

We cannot afford to be complacent and this is why I have placed an emphasis on the economic well-being of Spelthorne as a priority; this position provides Spelthorne with an excellent springboard to enhance the economic prosperity of the Borough.

The Economic Strategy which you will later be asked to approve, will provide that guiding light and direction so we focus on what is most important economically for Spelthorne, and drive home that competitive advantage for the benefit of our businesses, residents and future prosperity of the Borough.”

Council 19 December 2013 – continued

As part of the Council's priority of delivering quality of life services – particularly Planning and Housing, the Council will be focusing on improving enforcement for offences and in particular high priority issues such as the cutting down of preserved trees or the demolition of listed buildings.

Enforcement

The Council does work hard to ensure that offences are prosecuted. In the last year there have been a number of prosecutions for benefit fraud including two resulting in custodial sentences for the offenders. The Council was able to secure the conviction of an individual for fly tipping which resulted in a six month prison sentence which has been suspended for 18 months.

In Shepperton, there was a notable prosecution for the cutting down of protected trees about which I would like to take this opportunity to give you more details.

The two Pine trees, two Oaks and one Wellingtonia were situated at land to the south of Old Manor House, Russell Road, Shepperton, just to the rear of the West London Motor Group site.

The landowner, believing that there were no tree preservation orders in place, paid £1500 to a tree surgeon to carry out the unauthorised works on 13 April 2013. No application for the works was made to the Council and there was no evidence to suggest that the trees were dead or dangerous. The defendants persisted with the plan despite significant concern from local residents and several queries on the actual day of the works.

The defendants appeared at Staines Magistrates Court on 6 December 2013 in relation to the offences. The tree surgeon was fined £750 and ordered to pay Council prosecution costs of £700.

Hanif Automative Limited, the landowner, pleaded guilty to the offence of causing and permitting the cutting down of the trees. The company was convicted, fined £10,000 and ordered to pay prosecution costs of £1500."

The Leader congratulated the Council's legal service for securing the prosecution so quickly.

357/13 Announcements from the Chief Executive

There were none.

358/13 Amendment to allocation of seats on Committees 2013-14

The Council considered the revised representation of the political allocation of seats for the remainder of the 2013-2014 Municipal Year, which had been circulated at the meeting.

Resolved to agree the revised political allocation of seats as circulated, for the remainder of the Municipal year.

359/13 Questions from members of the public

There were none.

Council 19 December 2013 – continued

360/13 Petitions

There were none.

361/13 Leisure and Culture Strategy 2014-2016 – Key Decision

The Council considered the recommendation from the Cabinet on the Council's revised Leisure and Culture Strategy for the period 2014 to 2016.

RESOLVED unanimously that the revised Leisure and Culture Strategy for 2014-16, be approved.

362/13 Future arrangements for Spelthorne pay awards

The Council considered the recommendation from the Cabinet on future arrangements for Spelthorne pay awards.

RESOLVED unanimously that:

1. Spelthorne will implement national pay awards for local government services;
2. pay awards for senior staff will be in line with the national pay awards for local government services and
3. the setting up of an Officer/Councillor/Staff informal advisory group to consider other pay issues as required, be agreed.

363/13 The appointments process for the Independent Remuneration Panel (IRP) for the Members' Allowances Scheme 2014-15

The Council considered the recommendation from the Cabinet on the proposed appointment of three candidates, being Brian Smith, Douglas Robertson and David Wight to a new Independent Remuneration Panel, following the undertaking of a recruitment process.

RESOLVED that the appointment of Brian Smith, Douglas Robertson and David Wight as members of the Independent Remuneration Panel be approved.

364/13 Localisation of Council Tax support (adoption) – Key Decision

The Council considered the recommendation from the Cabinet on the proposed Local Council Tax Support Scheme.

Resolved that the Local Council Tax Support Scheme as set out in para 4.2 of the report of the Assistant Chief Executive to Cabinet on 17 December 2013, be adopted subject to the application of the Regulations issued for schemes under the Local Government Finance Act 2012, from 1 April 2014 (for a minimum of two years).

Council 19 December 2013 – continued

365/13 Technical Reforms to Council Tax Discounts and Premiums (adoption) – Key Decision

The Council considered the recommendation from the Cabinet on the proposed technical reforms to Council Tax discounts and premiums

Resolved that the revised Council Tax discounts and premiums as set out in para 4.2 of the report of the Assistant Chief Executive to Cabinet on 17 December 2013, be adopted subject to the application of the Regulations issued for schemes under the Local Government Finance Act 2012, from 1 April 2014 (for a minimum of two years).

366/13 The Corporate Plan 2013-15 – Key Decision

The Council considered the recommendation from the Cabinet on the revised Corporate Plan for 2013-15. A copy of the Plan had been circulated to all members of the Council at the meeting.

The Leader thanked Councillor Vivienne Leighton who had overseen the production of the Corporate Plan and Vicky Ellis for the layout and quality of the artwork.

Resolved that the proposed Corporate Plan for 2013-15 as circulated, be approved.

367/13 Spelthorne Economic Strategy – Key Decision

The Council considered the recommendation from the Cabinet on the Economic Strategy.

The Leader thanked Councillor Nick Gething for his work on developing the Economic Strategy and John Brooks, Deputy Head of Planning for the document which had been well received in the business community.

Resolved that the Economic Strategy for Spelthorne, be approved.

368/13 Statement of Licensing Policy 2014-19 – Key Decision

The Council considered the recommendation from the Cabinet on the revised Statement of Licensing Policy for 2014-19.

Resolved that the proposed Statement of Licensing Policy for 2014-19, be approved.

369/13 Scrap Metal Dealers' Act 2013 – fee-setting and delegations

The Council considered the recommendation from the Cabinet on the implementation of the Scrap Metal Dealers' Act 2013.

Resolved that the fee levels and delegations, as detailed in the report of the Assistant Chief Executive to Cabinet on 17 December 2013, be approved.

Council 19 December 2013 – continued

370/13 Attendance at meetings by Councillor Madams

This item, intended to excuse Councillor Madams' absence from all Committee meetings due to ill-health, was withdrawn as Councillor Madams was able to attend the Audit Committee on 12 December 2013 and was also present at this Council meeting. The Mayor wished her well.

371/13 Report from the Leader of the Council

The Leader, Councillor Robert Watts, presented his report on the work of the Cabinet at its meetings held on 26 November 2013 and 17 December 2013.

372/13 Report from the Chairman of the Audit Committee

As the report from the Chairman of the Audit Committee had not been included in the Council agenda papers nor laid around at the meeting, this item was not dealt with.

373/13 Report from the Chairman of the Licensing Committee

The Chairman of the Licensing Committee, Councillor Robin Sider, presented his report, which outlined the matters the Committee had decided since the last Council meeting.

374/13 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 considered since the last Council meeting.

375/13 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.

376/13 Motions

There were none.

377/13 Questions on Ward Issues

There were none.

378/13 General questions

Under Standing Order 14, Councillor Marion Rough asked the following general question, which in her absence at the meeting, was read by Councillor Spencer Taylor:

Council 19 December 2013 – continued

“Regarding the motion proposed on 25 October 2012 which received total cross party support concerning the habit of spitting and its connected problems with discarded gum littering, can the Cabinet give an update on the progress being made for our Borough to adopt strong measures to deal with this anti-social habit with its attendant costs and health risks?”

Response by the Portfolio Holder for Environment, Councillor Tony Mitchell:

“Thank you for your question Councillor Rough.

A report went to Cabinet on 17 December 2013 which gave details of the possibilities to implement measures to tackle the issues of spitting and chewing gum waste.

The Cabinet considered that enforcement of spitting at this time is unachievable due to other corporate priorities taking precedence, the limited resources available and the difficulty of enforcing it.

Nevertheless, Cabinet recognises the concerns expressed by residents regarding the habit of spitting. Cabinet also acknowledges the concerns expressed by Councillor Rough regarding the littering of chewing gum.

It is for this reason that Cabinet agreed to a 3 month trial between now and the end of March 2014 to enforce chewing gum littering in Staines-upon-Thames. In addition the Council is conscious of the need to educate residents about the anti-social habit of spitting.

This pilot scheme will be restricted to the pedestrianised areas of Staines town centre using powers granted under the Clean Neighbourhoods and Environment Act 2005 to issue fix penalty notices.

Cabinet will review the scheme after the 3 month period has expired and determine whether it is reasonable to implement across the Borough as a whole.”

Under Standing Order 14.2, Councillor Spencer Taylor asked the following supplementary question, on behalf of Councillor Marion Rough:

“Given that two local authorities have already sought to combat this blight, it is hoped that this trial will include the enforcement of spitting given the cost of approximately £15k to clean the area in question.”

Response by the Portfolio Holder for Environment, Councillor Tony Mitchell:

“The initial area with regards to spitting will be by way of education and attempting to draw people’s attention to the anti-social behaviour and it is

Council 19 December 2013 – continued

really a matter of seeing how the three month trial works for a decision to be made as to any future action and enforcement.”

Under Standing Order 14, Councillor Bernie Spoor asked the following general question:

“When did Surrey County Council contact SBC about the use of the green belt land by Fordbridge Roundabout to be used as a Fire Station site?”

Response by the Leader of the Council, Councillor Robert Watts:

“Having looked through the Council’s files and electronic records, the earliest record we can find on negotiations with Surrey County Council about the fire stations issue goes back to March 2009.”

Under Standing Order 14.2, Councillor Bernie Spoor asked the following supplementary question:

“If it was so long ago that this first came about, why has the information about the sale of the land, which is Green belt, not been made available before?”

Response by the Leader of the Council, Councillor Robert Watts:

“Because at the moment we are still negotiating; the land has not yet been sold. I will clarify the date with the officers and give you a written response.”

A subsequent written response was provided as follows:

“On receipt of the Council question on 19 December 2013 officers did an initial review of the records which indicated that the County was in discussions with us in 2012. However, a further search of our electronic records indicates that we first started discussion over a new centrally located station with the County in 2009. However, this was related to a number of options around the Council’s White House Depot location.”

379/13 Urgent Business

There were no urgent items.

Minutes of the Extraordinary Council Meeting of Spelthorne Borough Council held in the Council Chamber, Council Offices, Knowle Green, Staines-upon-Thames on Thursday 16 January 2014

Present:

Councillors:

Ayers F.	Francis M.P.	Patterson A.C.
Ayub A.	Frazer C.M.	Rough Mrs M.W.
Bannister C.A.	Gething N.	Sexton Miss J.
Beardsmore I.J.	Gohil D.	Sider R.W.
Budd S.E.W.	Grant D.L.	Smith-Ainsley R.A.
Dunn R.D.	Harvey I.T.E	Spoor B.B.
Dunn S.A.	Leighton V.J.	Strong C.V.
Evans T.M.	Mitchell A.J.	Taylor S.D.
Forbes-Forsyth P.C. (Deputy Leader)	Patel Ms D.	Watts R.L. (Leader)
Forsbrey G.E.		

Murray Litvak, Chairman of Members' Code of Conduct Committee

Councillor R.W. Sider in the Chair

In attendance: Kwasi Kwarteng MP, Member of Parliament for Spelthorne.

Apologies:

Apologies for absence were received from Councillors P.A. Broom, M. Bushnell, J.A. Dale, C.A Davis, A.E. Friday, A.C. Harman (Mayor), M.J. Madams, J.M. Pinkerton O.B.E., D. Saliagopoulos, C.L. Spencer, S. Webb (Deputy Mayor) and Miss Sue Faulkner, the Vice Chairman of the Members' Code of Conduct Committee.

6/14 Election of Chairman

In the absence of the Mayor and the Deputy Mayor and in accordance with the Constitution, Standing Order 3.1, the members of the Council present, elected a past Mayor to chair the meeting.

Resolved that Councillor R.W. Sider be elected Chairman for the duration of this meeting.

7/14 Disclosures of Interest

There were no disclosures of interest.

8/14 The Airport Commission's Interim Report on Airport Capacity

The Council received a presentation from John Brooks, Deputy Head of Planning by way of background and introduction to the Airport Commission's interim report on airport capacity.

Extraordinary Council, 16 January 2014 - continued

The Chairman then invited three expert external speakers to present their proposals.

Mr Guy Lavis from the Mayor of London's Office addressed the Council on the new airport proposal submitted by the Mayor of London on the Isle of Grain, followed by Jock Lowe who presented the Heathrow Hub proposals and Nigel Milton from Heathrow Airport Ltd, who presented an outline of the third runway proposal.

A copy of the presentation on the proposal for Gatwick Airport was laid around at the meeting.

The Chairman gave members an opportunity to ask questions of the presenters before opening the matter for debate.

In accordance with Standing Order 5.1, the meeting having lasted for 3 hours, Councillor R.A. Smith-Ainsley moved and Councillor S.D. Taylor seconded that the meeting continue to complete the business on the agenda.

RESOLVED that the meeting continue to resolve the item of business.

The Leader Councillor R.W. Watts moved:

1. "that the Council continues to support a third runway at Heathrow as the best location in the local and national economic interest and that
2. the Council will work with all appropriate parties to bring forward and promote an appropriate third runway proposal, and associated transport links, that best mitigates the environmental and other impacts, whilst seeking to secure the best outcome for local residents."

It was moved by Councillor A.J. Mitchell and seconded by Councillor N. Gething to amend the motion by the addition of the words in italics and removal of the word underlined:

1. "that the Council continues to support a third *northwest* runway at Heathrow as the best location in the local and national economic interest and that
2. the Council will work with all appropriate parties to bring forward and promote an appropriate third *northwest* runway proposal, and associated transport links, that best mitigates the environmental and other impacts, whilst seeking to secure the best outcome for local residents."

The Chief Executive confirmed that it would be noted that in referring to the 'northwest runway' the intention of the Council was to include the two options put forward by Heathrow Hub and Heathrow Airport Ltd.

Extraordinary Council, 16 January 2014 - continued

The amendment was voted on and carried.

Under Standing Order 21.4 Councillor I.J. Beardsmore requested a recorded vote on the substantive motion.

FOR (18)	R.W. Watts (Leader), P.C. Forbes-Forsyth (Deputy Leader), A. Ayub, C.A. Bannister, T. Evans, M.P.C. Francis, C.M. Frazer, N. Gething, D. Gohil, I.T.E. Harvey, V.J. Leighton, A.J. Mitchell, D. Patel, A.C. Patterson, M.W. Rough, J.R. Sexton, R.A. Smith-Ainsley, S.D. Taylor.
AGAINST (5)	I.J. Beardsmore, R.A. Dunn, S.A. Dunn, B.B. Spoor, C.V. Strong.
ABSTAIN (5)	F. Ayers, S.E.W. Budd, G.E. Forsbrey, D.L. Grant, R.W. Sider.

The Motion was carried and it was

Resolved:

1. "that the Council continues to support a third northwest runway at Heathrow as the best location in the local and national economic interest and that
2. the Council will work with appropriate parties to bring forward and promote an appropriate third northwest runway proposal, and associated transport links, that best mitigates the environmental and other impacts, whilst seeking to secure the best outcome for local residents."

It was noted that in referring to the 'northwest runway' the intention of the Council was to include the two options put forward by Heathrow Hub and Heathrow Airport Ltd.

9/14 Urgent Business

There were no urgent items.

Extraordinary Council, 16 January 2014 - continued

Recommendations of the Cabinet

Cabinet meeting held on 28 January 2014

- 1. Treasury Management Strategy Statement and Annual Investment Strategy 2014-15 – Key Decision**
- 1.1 Cabinet considered a report on the current treasury position, the Treasury Management Statement and Annual Investment Strategy for 2014-15, and the Prudential Indicators for 2014-15 to 2016-17.
- 1.2 **Resolved to recommend** that Council:
 - Approves the proposed Treasury Management Strategy and Annual Investment Strategy for 2014/15 as set out in the report of the Chief Finance Officer.
 - Approves the Prudential Indicators for 2014/15 as set out in Appendix A to the report of the Chief Finance Officer.

- 2. Annual Pay Policy Statement 2014-15**
- 2.1 Cabinet considered a report on the Pay Policy Statement for 2014-15.
- 2.2 **Resolved to recommend** that Council approves the Pay Policy Statement for 2014-15.

Councillor Robert Watts
Leader of the Council

27 February 2014

Recommendations of the Cabinet

Cabinet meeting held on 25 February 2014

1. Draft Capital Programme 2014-15 to 2017-18 – Key Decision

1.1 Cabinet considered a report on the Draft Capital Programme for 2014-15 to 2017-18

1.2 Resolved to recommend that Council:

- (a). Considers and approves the Capital Programme for 2014-15 to 2017-18.
- (b). Considers and approves the Prudential Indicators for 2014-15 to 2017-18.

2. Detailed Revenue Budget 2014-15 – Key Decision

2.1 Cabinet considered a report on the Detailed Revenue Budget for 2014-15.

2.2 Resolved to recommend Council:

1. To approve the growth and savings items as set out in the appendices to the report of the Chief Finance Officer;
2. That the Council Tax Base for the whole council area for 2014-2015. [Item T in the formula in Section 31B(3) of the local Government Finance Act 1992, as amended (the “Act”)] should be 36,550.50 band D equivalent dwellings and, Calculate that the Council Tax requirement for the Council’s own purpose for 2014-2015 is £178.97 per Band D equivalent dwelling.
3. To approve a 1.94% increase in the Spelthorne Borough Council element of the council tax for 2014-15. Moreover:
 - a) The Revenue Estimates as set out in Appendix 1 be approved.
 - b) No money, as set out in this report, is appropriated from General Reserves in support of Spelthorne’s local Council Tax for 2014-15.

To agree that the council tax base for the year 2014/15 is 36,555.50 Band D equivalent dwellings calculated in accordance with regulation 3 of the Local Authorities (Calculation of Council Tax Base) Regulations 1992, as amended, made under Section 35(5) of the Local Government Finance Act 1992.

4. That the following sums be now calculated by the Council for the year 2014-15 in accordance with Section 31 to 36 of the Local Government Act 1992.

A	67,404,718	Being the aggregate of the amount which the Council estimates for the items set out in Section 31A (2) of the Act taking into account all precepts issued to it by Parish Councils
B	60,863,275	Being the aggregate of the amount which the Council estimates for the items set out in Section 31A (3) of the Act

C	6,541,443	Being the amount at 3(c)above (Item R), all divided by Item T (2 above) calculated by the Council in accordance with Section 31B(1) of the Act, as the basic amount of its Council Tax for the year (including Parish precepts)
D	£178.97	Being the amount at 3(c)above (Item R), all divided by Item T (2 above) calculated by the Council in accordance with Section 31B(1) of the Act, as the basic amount of its Council Tax for the year (including Parish precepts)
E	£0	Being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act
F	£178.97	Being the amount at 3(d) above less the result given by dividing the amount at 3 (e) above by Item T(2 above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings on those parts of its area to which no Parish precept relates.

5. All newly built commercial property completed between 1 October 2013 and 30 September 2016 will be exempted from empty property rates for the first 18 months, up to the state aids limits.

A discount of £1000 for shops, pubs and restaurants (excluding banks, building societies and betting shops) with a rateable value below £50,000 for two years up to the state aid limits, from 1 April 2014.

A 50 per cent business rates relief for 18 months - between 1 April 2014 and 31 March 2016 - for businesses that move into retail premises (excluding banks, building societies and betting shops) that have been empty for a year or more.

6. That Council delegates to the Chief Finance Officer, in consultation with the Leader and Finance Portfolio holder, to agree the details of a local Council Tax discount scheme for flood affected properties under Section 13a of the Local Government Finance Act 1992.
7. That, with respect to business rates for business premises which have been flooded, the Council delegates to the Chief Finance Officer in consultation with the Leader and Finance Portfolio holder to agree the details of a local discount scheme for flood affected properties under Section 47 of the Local Government Finance Act 1988.

That the following amounts be calculated for the year 2014-2015 in accordance with Sections 31 to 36 of the Local Government Finance Act 1992 as amended by the Localism Act 2011

A	B	C	D	E	F	G	H
£	£	£	£	£	£	£	£
119.31	139.20	159.08	178.97	218.74	258.51	298.28	357.94

Being the amounts given by multiplying the amount at (e) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the sum which in that proportion is applicable to dwellings listed in valuation band 'D', calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different band.

That it be noted that for the year 2013-14 Surrey County Council and Surrey Police and Crime Commissioner have stated the following amounts in precepts issued to Spelthorne Borough Council in accordance with Section 40 of the Local Government Finance Act 1992 for each of the categories of dwellings shown below:

Precepts issued to the Council

	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
i) Surrey County Council	797.22	930.09	1062.96	1195.83	1461.57	1727.31	1993.05	2391.66
ii) Surrey Police	141.12	164.64	188.16	211.68	258.72	305.76	352.80	423.36

That, having calculated the aggregate in each case above the Council in accordance with Sections 30 and 36 of the Local Government Finance Act 1992 as amended by the Localism Act 2011, hereby sets the amounts set out in Appendix 6 as the amounts of Council Tax for the year 2014-15 for each of the categories of dwellings in Appendix 3.

The Council has determined that its relevant basic amount of Council Tax for 2014-15 is not excessive in accordance with the principles approved under Section 52ZB Local Government Finance Act 1992.

As the billing authority, the Council has not been notified by a major precepting authority that its relevant basic amount of Council Tax for 2014-15 is excessive and that the billing authority is not required to hold a referendum in accordance with Section 52ZK Local Government Finance Act 1992.

3. Members' Allowances Scheme 2014-15

- 3.1 Cabinet considered a report by the Independent Remuneration Panel (IRP) on a review of the members' allowances scheme for 2014-15.

3.2 Resolved to recommend that Council:

(a). agrees that members' allowances for the year 1 April 2014 to 31 March 2015 remain unchanged.

(b). notes that a thorough review of the scheme for 2015-16 will commence in October 2014.

(c). engages positively with the panel in their consultation with councillors.

(d). notes the removal, from Appendix A of the current scheme, of the paragraph entitled 'Suspension of Allowances'.

4. Calendar of Meetings for 2014-15

4.1 Cabinet considered a report on the proposed Calendar of meetings for the Municipal year June 2014 to May 2015.

4.2 **Resolved to recommend** that Council approves the Calendar of meetings for the Municipal year June 2014 to May 2015.

Councillor Robert Watts
Leader of the Council

27 February 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 would normally be an overview of the main items which the Cabinet discussed at its meeting on 28 January 2014. However, two of the items were recommendations to Council and these have, therefore, already been considered at item 8 of the agenda.

1. Corporate Risk Management – recommendation from the Audit Committee

- 1.1 We considered the recommendation of the Audit Committee on the review of the Corporate Risk Register.
- 1.2 We approved the Corporate Risk Register as submitted.

2. Minutes and Recommendations of the Local Plan Working Party

- 2.1 We considered a report on the minutes and the recommendations of the Working Party meeting held on 6 January 2014.
- 2.2 We agreed:
 - (a) The report on public consultation on the Preliminary Draft Charging Schedule (Appendix A)
 - (b) The draft Charging Schedule (Appendix C)
 - (c) The supporting documents:
 - i) Appendix B - Addendum to the viability study
 - ii) Appendix D - Draft Charging Schedule – Technical Background Document
 - iii) Appendix E - Infrastructure Delivery Plan
 - iv) Appendix F- Draft Regulation 123 list
 - (d) That officers are authorized to make any necessary editorial adjustments to the above documents and such factual adjustments as may be required for the ‘submission’.
 - (e) That the need to report any suggested changes to the Draft Charging Schedule arising from public consultation be determined by the Cabinet Member for Planning in conjunction with the Chairman of the Local Plan Working Party.
 - (f) To note the additional areas of work required

Councillor Robert Watts
Leader of the Council

27 February 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 would normally be an overview of the main items which the Cabinet discussed at its meeting on 25 February 2014. However, four of the items were recommendations to Council and these have, therefore, already been considered at item 8 of the agenda.

1. Fees and Charges 2014-15

- 1.1 We considered a report on the detailed schedule of proposed fees and charges for the financial year 1 April 2014 to 31 March 2015.
- 1.2 We agreed to the implementation of the proposed level of fees and charges from 1 April 2014.

Councillor Robert Watts
Leader of the Council

27 February 2014

Report of the Chairman on the work of the Licensing Committee

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

1. Licensing Sub-Committee - 16 December 2013

A Licensing Sub-Committee considered an application for a Premises Licence at Dream Food and Wine, 129 Groveley Road, 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, as agreed between all parties at the hearing.

2. Licensing Sub-Committee – 20 January 2014

A Licensing Sub-Committee considered an application for review of the Premises Licence at Soiree Bar and Restaurant, Clarence Street, Staines brought by a resident of Thames Edge Court. The Sub-Committee sat all day hearing evidence from a number of residents and responsible authorities as well as Counsel for the premises. The Sub-Committee considered the representations at length and decided to amend the licence by modification of the conditions and reduction in the hours for sale of alcohol. The Sub-Committee agreed to a new condition on the licence, offered by the Premises Licence Holder, to restrict regulated entertainment which may only be held in relation to pre-booked private parties or functions with only persons on a guest list to be admitted.

3. Licensing Committee Training – 27 January 2014

Members of the Licensing Committee, together with members from Runnymede Borough Council's Licensing Committee and officers, received training from Peter Savill, Barrister on the Scrap Metal Dealer's Act 2013 and the involvement of Licensing Sub-Committees in determining applications under this legislation.

Councillor Robin Sider
Chairman of the Licensing Committee

27 February 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 4 February 2014 and considered the following items of business.

1. Review of Members' Training

- 1.1 The Committee discussed the training that had been provided for members on the revised Code of Conduct adopted by Council on 25 July 2013. It noted that 15 members were yet to attend a training session and agreed to schedule one further date for the remaining members to receive this training.
- 1.2 The Committee also agreed to proceed with circulating the revised Notification of Interests form which included non-pecuniary interests for completion by all councillors.

2. Arrangements

- 2.1 The Committee discussed inclusion of an additional paragraph within the arrangements for dealing with allegations of misconduct under section 28 of the Localism Act 2011 which would give responsibility to Group Leaders for resolving disputes between councillors.
- 2.2 The Committee noted that whereas the arrangements were intended to reassure the public that the Council has measures in place to ensure a high standard of conduct by councillors in public life, the changes brought in by the Localism Act were designed to remove the potential for tit for tat and minor political arguments from the scope of formal complaint procedures.
- 2.3 The Committee agreed to inclusion of a paragraph giving responsibility to Group Leaders for resolving disputes between councillors, subject to provision being made to enable such complaints to be referred back to the Monitoring Officer if the Group Leaders failed to bring about a resolution within 28 days.

3. Planning Applications

- 3.1 The Committee discussed whether a prior notification submitted by a member or officer should be referred to Planning Committee for determination or dealt with under delegated powers.
- 3.2 'Prior notification' is a new procedure introduced under recently amended planning regulations whereby the Local Planning Authority consults neighbours on proposals by householders to build rear extensions under permitted development.
- 3.3 In view of the fact that a prior notification would only be made in respect of what was in any case, 'permitted development' and that a deemed approval is given if no objections are received, the Committee agreed that any prior notification submitted by a member or officer should be dealt with under delegated powers.

Murray Litvak

Chairman of the Members' Code of Conduct Committee

27 February 2014

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. Leader's Task Groups

- 1.1 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.

2. Localism Act – Impact on Service Areas

- 2.1 The Committee noted the work of the sub-group which had looked in more detail at reports on the impact of the Localism Act on Council services which had been submitted to the November meeting of the Committee.
- 2.2 I informed the Committee that representatives of Residents' Associations would be invited to a future meeting of Overview and Scrutiny to give their perception of Council services and their opinion of the opportunities offered to local residents by the Localism Act.

3. Customer Relationship Management procurement update

- 3.1 The Committee noted an update report on the Customer Relationship Management (CRM) Procurement project which was one aspect of the 'Enhancing Customer Experience' programme in the Customer Service Strategy 2011-2014.
- 3.2 The Committee noted that a key project objective was to improve customer service and satisfaction and it queried how this would be incorporated into the system. The Committee was interested in how the Council is currently gauging residents' satisfaction with its services and asked for more information on surveys undertaken and how we have dealt with the data gathered.
- 3.3 The Committee recommended that the Council incorporates resident surveys and feedback into all systems in order to establish a baseline of what residents feel and be able to monitor our progress. It also requested information on how the Council will deliver the staff savings flowing from CRM in years 2 and 3 which are flagged as coming from services beyond Customer Services, what the shelf life of the product is expected to be and whether business needs analysis had been incorporated into the system.

4. Budget 2014-2015

- 4.1 The Committee noted a presentation on the issues, challenges and core approach and principles underpinning the 2014/15 to 2016 budget.
- 4.2 The Committee was concerned about the predicted deficits and discussed possible opportunities for addressing the budget gap with the Chief Finance Officer. The Committee agreed to further discuss how it could contribute to the budget process, once the 2013-14 outturn was known.

Councillor Philippa Broom

Chairman of the Overview and Scrutiny Committee

27 February 2014

Report of the Chairman on the work of the Planning Committee

The Planning Committee has met only once since the previous report was prepared for the Council meeting (the meeting scheduled for 12 February was adjourned because of the flooding situation and the items on that agenda will be considered at the scheduled meeting on 12 March 2014). This report therefore gives an overview of the key items considered by the Planning Committee at the meeting on 15 January.

The meeting dealt with only 1 item relating to an application to erect one house at land at 270 Staines Road East, Sunbury. One public speaking took the opportunity to address the Committee. The application was refused on the grounds that the proposed house would have a poor relationship to adjoining properties.

Councillor Richard Smith – Ainsley
Chairman of the Planning Committee

27 February 2014

