



18 February 2015

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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 26 February 2015** 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
<b>1. Apologies for absence</b>	
To receive any apologies for non-attendance.	
<b>2. Minutes</b>	
To confirm as a correct record the minutes of the Council meeting held on 18 December 2014.	1 - 8
<b>3. Disclosures of Interest</b>	
To receive any disclosures of interest from members in accordance with the Council's Code of Conduct for members.	
<b>4. Announcements from the Mayor</b>	
To receive any announcements from the Mayor.	
<b>5. Announcements from the Leader</b>	
To receive any announcements from the Leader.	
<b>6. Announcements from the Chief Executive</b>	
To receive any announcements from the Chief Executive.	
<b>7. Questions from members of the public</b>	
The Leader or his nominee to answer any questions raised by members of the public in accordance with Standing Order 14.	
<b>8. Petitions</b>	
There are none.	
<b>9. Recommendations of the Cabinet</b>	
(a). To consider the recommendations of the Cabinet from its meeting on 27 January 2015.	9
(b). To consider the recommendations of the Cabinet from its meeting on 24 February 2015.	10 - 12
(c). The Budget Book (green cover) is included in this agenda and reflects the recommendations to be considered by Cabinet at its meeting on 24 February 2015.	13 - 30
<b>10. Report from the Leader of the Council</b>	
(a). To receive the report from the Leader of the Council on the work of the Cabinet at its Extraordinary meeting on 21 January 2015.	31

Description	Page Number
<b>10. Report from the Leader of the Council (cont...)</b>	
(b). To receive the report from the Leader of the Council on the work of the Cabinet at its meeting on 27 January 2015.	32
(c). To receive the report from the Leader of the Council on the work of the Cabinet at its meeting on 24 February 2015.	33
<b>11. Report from the Chairman of the Audit Committee</b>	
To receive the report from the Chairman of the Audit Committee on the work of her Committee.	34
<b>12. Report from the Chairman of the Licensing Committee</b>	
To receive the report from the Chairman of the Licensing Committee on the work of his Committee.	35
<b>13. Report from the Chairman of the Overview and Scrutiny Committee</b>	
To receive the report from the Chairman of the Overview and Scrutiny Committee on the work of her Committee.	36
<b>14. Report from the Chairman of the Planning Committee</b>	
To receive the report from the Chairman of the Planning Committee on the work of his Committee.	37 - 38
<b>15. Motions</b>	
There are no Motions.	
<b>16. Questions on Ward Issues</b>	
The Leader or his nominee to answer questions from members on issues in their ward, in accordance with Standing Orders 15.	
<b>17. General questions</b>	
The Leader or his nominee to answer questions from members on matters affecting the Borough, in accordance with Standing Orders 15.	
<b>18. Urgent business</b>	
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 18 December 2014 at 7.30pm**

**Present:**

**Councillors:**

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

Chairman Councillor Suzy P. Webb, the Mayor.

**337/14 Apologies for absence**

Apologies were received from Councillors C.A. Bannister, S.E.W. Budd, M.W. Bushnell, T.J.M. Evans, D. Gohil, A.J. Mitchell, A.C. Patterson and J. Sexton, and Mr. Murray Litvak, Chairman of the Members' Code of Conduct Committee.

**338/14 Minutes**

The minutes of the Council meeting held on 23 October 2014 and the Extraordinary Council meeting held on 18 November 2014 were confirmed as a correct record.

**339/14 Disclosures of Interest**

There were none.

**340/14 Announcements from the Mayor**

The Mayor wished everyone at the meeting the season's greetings.

**341/14 Announcements from the Leader**

The Leader made the following announcements:

I would like to remind all councillors about the seminar 'Making the best use of our assets' which is to be held on 6 January 2015 in the Council Chamber, starting at 7pm, and encourage you all to attend.

## Council, 18 December 2014 - continued

From the 1 April 2015, residents will be able to recycle more material at the kerbside and continue to increase our recycling rate whilst reducing the amount of rubbish disposed of. The Council will be introducing a collection service for textiles, which will be undertaken in conjunction with the Salvation Army. More information will be made available in the New Year.

**342/14 Announcements from the Chief Executive**

There were none.

**343/14 Questions from members of the public**

There were none.

**344/14 Petitions**

The Council had received a petition from Mr. Kye Gbangbola which requested “a truthful public debate into the tragic death of 7 year old Zane Gbangbola, who died when hydrogen cyanide was found in his home as floodwater rose beneath.”

The Mayor advised that under the circumstances she had agreed to waive Standing Order 16.3 which restricts the petitioner’s address to no more than 3 minutes and was permitting Mr Gbangbola to speak for up to 15 minutes.

Mr. Gbangbola gave a presentation on his petition.

Councillor Daxa Patel, portfolio holder for emergency planning, responded on behalf of the Council, followed by Councillor Denise Grant on behalf of the Spelthorne Independent Party, and Councillor Ian Beardsmore, Leader of the Liberal Democrats.

The Mayor then invited councillors to vote on a recommendation from Councillor Patel to dismiss the petitioner’s request for a public debate, it being considered inappropriate in light of the forthcoming Coroner’s Inquest.

**Resolved** that the petition be dismissed.

**345/14 Attendance of Councillor Dipak Gohil at meetings**

The Council considered the report of the Monitoring Officer which sought the Council’s approval to waive the application of the six months’ rule to Councillor Gohil due to his work commitments abroad.

**Resolved** to approve Councillor Gohil’s absence from attendance at meetings until 26 December 2014.

Council, 18 December 2014 - continued

**346/14 Review of the Members' Allowances Scheme for 2015-16**

The Council considered the report of the Independent Remuneration Panel recommending an increase of £196 on the basic members' allowance for 2015-2016.

**Resolved** to reject the panel's recommendation for an increase in the basic members' allowance for 2015-2016.

**347/14 Crooked Billet and funding future affordable housing investment opportunities**

Cabinet considered a report on the development of the Crooked Billet site and funding for future affordable housing opportunities.

**Resolved** to agree to:

- (1) A supplementary capital estimate of £500,000 for the Crooked Billet project.
- (2) Setting up a £2 Million fund that can be drawn upon to be invested in affordable housing opportunities in advance of Section 106 funds being received.

**348/14 Community Infrastructure Levy (CIL) Charging Schedule implementation**

Cabinet considered a report on the proposed implementation of the Community Infrastructure Charging schedule.

**Resolved** to:

- (1) Approve the Community Infrastructure Levy Charging Schedule.
- (2) Adopt the proposed Instalment Policy.
- (3) Agree the proposed Regulation 123 list.
- (4) Agree to the implementation of the Community Infrastructure Levy Charging Schedule with effect from 1 April 2015.

**349/14 Report from the Leader of the Council**

The Leader of the Council, Councillor Robert Watts, presented the report of the Cabinet meeting held on 16 December 2014, which outlined the various matters the Cabinet had decided since the last Council meeting.

**350/14 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. He thanked the officers and members for their support over the past year and particularly the last couple of months.

Council, 18 December 2014 - continued

**351/14 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.

**352/14 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. He expressed his thanks to Mr Gerry Beckford for the work he had done on enforcement for the Council and wished him well in his retirement.

**353/14 Motions**

There were none.

**354/14 Questions on Ward issues**

There were none.

**355/14 General questions**

The Mayor reported that three general questions had been received from Councillors Frank Ayers and Richard Dunn. In accordance with Standing Order 15.3(c) of the Constitution, the Mayor directed that the questions and answers would be given in writing at the meeting without being read aloud. Copies had been laid around for all present at the meeting.

**Question from Councillor Frank Ayers**

“Can Councillor Watts inform members in this Chamber if he intends to take any disciplinary action against Councillor Gething for his ill-founded and inappropriate comments on his Facebook page regarding possible future development at the Brooklands College site in Ashford? Councillor Gething made comments criticising the management board of the college. He also made comments and I quote, “We will, of course, oppose any planning application that encroaches on the protected open space at the rear of the college.” Comments of this nature could be construed by the public as pre-determination of any planning application that may be submitted in the future for that site. The use of the word “we” implies that all would oppose. Councillor Gething is, of course, entitled to express his own opinion. However, making comments using the word “we” does infer that either all the planning committee, of which he is one, or all Council members, have the same opinion. A number of the vastly more experienced Councillors would never make such a fundamental error, especially when it comes to planning matters and, more importantly, if one is a current member of planning. I feel Councillor Watts deserves the opportunity to clarify whether he will take disciplinary action against Councillor Gething. If the answer is no, can we take it that he condones such comments?”



Council, 18 December 2014 - continued

**Response from the Leader of the Council, Councillor Robert Watts**

“Thank you for your question, Councillor Ayers.

Following discussions I had with the Chairman of the Planning Committee, Councillor Smith-Ainsley, he wrote privately to Councillor Gething about the matter, and we both consider that the matter is now closed.

There is no party line on the Brooklands College development and, indeed, there can be no such line on planning matters. The application will be considered by the officers who will make a recommendation to us in the normal way. The Planning Committee will listen to all the evidence before it comes to a judgement on the application and all councillors will retain an open mind.

I would like to remind Councillor Ayers that Councillors are allowed to be pre-disposed on matters in their community and are encouraged to be involved in all local matters. There is nothing wrong with proper debate. We have a thorough Planning Code which has been reviewed a number of times by the Members’ Code of Conduct Committee. This code encourages Councillors to get involved in local issues without being afraid of criticism on pre-determination. I am satisfied that one Facebook comment doesn’t indicate a closed mind and I am assured that the Planning Committee Chairman’s advice has been taken on board by Councillor Gething.”

**Question from Councillor Frank Ayers**

“At a time when a review of the Council Tax we pay is due to be considered, can Councillor Watts inform this Chamber of the following:

- (a). How many Councillors have been in arrears with their Council Tax at any time during the term of this administration, that is, since the 2011 Borough Election?
- (b). Which political parties were/are they from?
- (c). Of those, how many were/are Cabinet members. And will he now name those members?”

**Response from the Leader of the Council, Councillor Robert Watts**

“Thank you for your question, Councillor Ayers.

Six Councillors have been in arrears with their Council Tax at any one time during the term of this Administration, that is, since the 2011 Borough Election. They are all Conservatives.

Of those six, one was a member of the Cabinet at the time they were in arrears, and that particular Councillor is still a member of the Cabinet, though no longer in arrears.

A person’s financial information is personal data within the terms of the Data Protection Act 1998. Therefore, the Council is not legally able to provide the names of the six Councillors concerned.”

Council, 18 December 2014 - continued

**In accordance with Standing Order 15.2, Councillor Frank Ayers asked the following supplementary question:**

“Does Councillor Watts think that it is right, given that there are six councillors from the current administration who at one time or another have been in arrears with their Council Tax, and six councillors from the Conservative administration of this Council is almost 25%, that they should be involved in the decision making regarding the finances of this Council, especially if any of those are current Cabinet members, when clearly they have demonstrated they cannot manage their own finances, let alone the finances of this Council?”

**Response from the Leader of the Council, Councillor Robert Watts, given later in writing.**

“Under Section 106 of the Local Government Finance Act 1992 if any councillor is two or more months in arrears with a council tax payment they may not vote on any matter which might affect the calculation of council tax, any limitation of it, its administration or related penalties of enforcement. This is therefore of most relevance to the annual budget setting Council meeting each February.

If a councillor fails to comply with this requirement they will for each offence be liable on summary conviction to a fine, unless they prove that they did not know:

- (a) that this section applied to them at the time of the meeting; or
- (b) that the matter in question was the subject of consideration at the meeting

The arrears relating to the six councillors in question during the period since May 2011 were in each instance picked up before they became two or more months in arrears and there have been no incidences of councillors voting on council tax related matters when they would have been in breach of the s106 of the Local Government Finance Act. However, the Council and the current Leader do take very seriously the issue of ensuring councillors pay their council tax promptly.”

Council, 18 December 2014 - continued

**Question from Councillor Richard Dunn**

“When will Spelthorne Council become a Fair Trade Borough in line with many other Surrey Councils?”

**Response from the portfolio holder for the Environment, Councillor Mitchell**

“Thank you for your question, Councillor Dunn. The Council purchases Fairtrade goods and incorporates the Fairtrade approach into our procurement strategy, but has not, and is unlikely to, become a Fairtrade Borough. We consider our current approach shows active participation in ensuring our procurement is sustainable and we encourage suppliers and contractors to adhere to best practice.”

**356/14 Appointment of Replacement Representative Trustees –  
Laleham Charities Village Hall and Recreation Ground**

The Council considered the appointment of three replacement representative trustees to the Laleham Charities - Village Hall and Recreation Ground for a four year term until December 2018.

**Resolved** that Richard Stokes, Keith Vigurs and Mavis Duncan be appointed as replacement Council representative Trustees to Laleham Charities – Village Hall and Recreation Ground, for a four-year term until December 2018.

**357/14 Urgent business**

There was none.

Council, 18 December 2014 - continued

## **Recommendations of the Cabinet**

### **Cabinet meeting held on 27 January 2015**

- 1. Treasury Management Strategy Statement and Annual Investment Strategy 2015-16 – Key Decision**
  - 1.1 Cabinet considered a report on the Treasury Management Strategy Statement and Annual Investment Strategy 2015-16.
  - 1.2 **Resolved to recommend** that Council approves the proposed Treasury Management Strategy Statement and Annual Investment Strategy 2015-16.
  
- 2. Annual Pay Policy Statement 2015-16**
  - 2.1 Cabinet considered a report on the proposed Annual Pay Policy Statement 2015-16.
  - 2.2 **Resolved to recommend** that Council approves the Annual Pay Policy Statement 2015-16.
  
- 3. Calendar of meetings 2015-16**
  - 3.1 Cabinet considered a report on the proposed Calendar of meetings for the municipal year 2015-16.
  - 3.2 **Resolved to recommend** that Council approves the Calendar of meetings for 2015-16.

Councillor Robert Watts  
*Leader of the Council*

**26 February 2015**



## Recommendations of the Cabinet

### Cabinet meeting held on 24 February 2015

- 1. Draft Capital Programme 2015-16 to 2018-19 – Key Decision**
  - 1.1 Cabinet considered a report on the Draft Capital Programme for 2015-16 to 2018-19.
  - 1.2 **Resolved to recommend** that Council:
    - (a). Considers and approves the Capital Programme for 2015-16 to 2018-19.
    - (b). Considers and approves the Prudential Indicators for 2015-16 to 2018-19.
  
- 2. Fees and Charges 2015-16 – Key Decision**
  - 2.1 Cabinet considered a report on the fees and charges for 2015-16.
  - 2.2 **Resolved to recommend** that Council approves the fees and charges to be levied for 2015-16.
  
- 3. Detailed Revenue Budget 2015-16 – Key Decision**
  - 3.1 Cabinet considered a report on the Detailed Revenue Budget for 2014-15.
  - 3.2 **Resolved to recommend** Council:
    1. To consider and approve the growth and savings items as set out in the report's appendices.
    2. The Council tax Base for the whole Council area for 2015-16. [Item T in the formula in Section 31b(3) of the local government Finance Act 1992, as amended (the "act")] should be 37,971.10 band D equivalent dwellings and,
      - 2.1 Calculate that the Council tax requirement for the Council's own purpose for 2015-2016 is £182.44 Per Band D equivalent dwelling.
    3. To approve a 1.94% increase in the Spelthorne Borough Council element of the Council tax for 2015-16. 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 2015/16.
      - (c). To agree that the council tax base for the year 2015/16 is 37,971.10 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.

That the following sums be now calculated by the Council for the year 2015/16 in accordance with Section 31 to 36 of the Local Government Act 1992:

      - A 69,944,239 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 63,016,715 being the aggregate of the amount which the Council estimates for the items set out in Section 31A (3) of the Act.
- C 6,927,524 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 £182.44 being the amount at 3(c) above (item R), all dividend by item T (2above) calculated by the Council in accordance with Section 31 B(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 £182.44 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.

All newly built commercial property completed between 1st October 2013 and 30 Sept 2016 will be exempted from empty property rates for the first 18 months, up to the state aid limit.

A discount of £1,500 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 1st April 2014.

A 50 per cent business rates relief for 18 months between 1st April 2014 and 31st 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.

That the following amounts be calculated for the year 2015/16 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
£	£	£	£	£	£	£	£
121.63	141.90	162.17	182.44	222.98	263.52	304.07	364.88

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 2015-16, 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
	£	£	£	£	£	£	£	£
1) Surrey County Council				813.12		948.64	1084.16	1219.68
	1490.66		1761.98		2032.72		2439.26	
2) Surrey Police				143.98		167.91	191.90	215.89
	263.86		311.84		359.82		431.78	

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 2015/16 for each of the categories of dwellings on Appendix 3.

The Council has determined that its relevant basic amount of Council Tax for 2015/16 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 2015/16 is excessive and that the billing authority is not required to hold a referendum in accordance with Section 52ZK Local Government Finance Act 1992.

Councillor Robert Watts  
*Leader of the Council*

**26 February 2015**





**COUNCIL MEETING – 26 FEBRUARY 2015**

# **BUDGET 2015-2016**

**For the Financial Year Ending 31 March 2016**

**Terry Collier  
Chief Finance Officer  
Spelthorne Borough Council  
Telephone: (01784) 446296**



# Cabinet

## 24 February 2015

<b>Title</b>	Detailed Revenue Budget for 2015/16		
<b>Purpose of the report</b>	To make a recommendation to Council on a key decision		
<b>Report Author</b>	Adrian Flynn		
<b>Cabinet Member</b>	Councillor Tim Evans	<b>Confidential</b>	No
<b>Corporate Priority</b>	This item is not in the current list of Corporate priorities but still requires a Cabinet decision		
<b>Cabinet Values</b>	Accountability		
<b>Recommendations</b>	<p><b>The cabinet is asked to make the following recommendations to the Council :</b></p> <ol style="list-style-type: none"> <li><b>1. To consider and approve the growth and savings items as set out in the report's appendices.</b></li> <li><b>2. The Council tax Base for the whole council area for 2015-16.[Item T in the formula in Section 31b(3) of the local government Finance Act 1992, as amended (the "act")] should be 37,971.10 band D equivalent dwellings and, 2.1 Calculate that the Council tax requirement for the Council's own purpose for 2015-2016 is £182.44 Per Band D equivalent dwelling.</b></li> <li><b>3. To approve a 1.94% increase in the Spelthorne Borough Council element of the Council tax for 2015-16. Moreover:</b> <ol style="list-style-type: none"> <li><b>a) The revenue estimates as set out in Appendix 1 be approved.</b></li> <li><b>b) No Money, as set out in this report is appropriated from General Reserves in support of Spelthorne's local Council tax for 2015/16.</b></li> <li><b>c) To agree that the council tax base for the year 2015/16 is 37,971.10 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.</b></li> </ol> </li> </ol>		

**That the following sums be now calculated by the Council for the year 2015/16 in accordance with Section 31 to 36 of the Local Government Act 1992.**

<b>A</b>	<b>69,944,239</b>	<b>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>
<b>B</b>	<b>63,016,791</b>	<b>Being the aggregate of the amount which the Council estimates for the items set out in Section 31A(3) of the Act.</b>
<b>C</b>	<b>6,927,447.48</b>	<b>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 it's Council tax for the year (including Parish precepts)</b>
<b>D</b>	<b>£182.44</b>	<b>Being the amount at 3(c) above (item R), all dividend by item T(2 above) calculated by the</b>

			<b>Council in accordance with Section 31B(1) of the act, as the basic amount of its Council Tax for the year (including Parish precepts)</b>
<b>E</b>	<b>0</b>		<b>Being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act.</b>
<b>F</b>	<b>£182.44</b>		<b>Being the amount at 3(d) above less the result given by dividing the amount at 3 € 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.</b>

**All newly built commercial property completed between 1<sup>st</sup> October 2013 and 30 Sept 2016 will be exempted from empty property rates for the first 18 months, up to the state aid limit.**

**A discount of £1,500 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<sup>st</sup> April 2014.**

**A 50 per cent business rates relief for 18 months between 1<sup>st</sup> April 2014 and 31<sup>st</sup> 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.

That the following amounts be calculated for the year 2015/16 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
£	£	£	£	£	£	£	£
121.63	141.90	162.17	182.44	222.98	263.52	304.07	364.88

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 2015/16 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
	£	£	£	£	£	£	£	£
1) Surrey County Council 2439.26	813.12	948.64	1084.16	1219.68	1490.66	1761.98	2032.72	
2) Surrey Police 431.78	143.98	167.91	191.90	215.89	263.86	311.84	359.82	

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 2015/16 for each of the categories of dwellings.

The Council has determined that its relevant basic amount of Council Tax for 2015/16 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 2015/16 is excessive and that the billing authority is not required to hold a referendum in accordance with Section 52ZK Local Government Finance Act 1992.



## 1. Key issues

1.1 Appendix 1 summarises the current draft detailed Budget proposed for 2015-16. After allowing for Housing Benefit the gross budget is financed as follows,

- Fees and Charges
- Revenue Support Grant & Business Rates
- Council Tax

### Grant Settlement

1.2 The Government grant settlement confirmed that Spelthorne would provisionally receive an underlying cut of £601k in its general grant support for 2015/16.

### Council Tax and Capping

1.3 In the December 2013 provisional grant settlement for local authorities the Government revealed a significant change of tack with respect to funding of council tax freeze grant for councils. For this reason apart from accepting freeze grant for 2011-12 council tax (which was funded for a longer 4 year period), this council has in recent years declined the freeze grant in order to protect its medium term funding position. The Council is keen to retain as much control as possible over both income and expenditure impacting on its budget.

1.4 It has been confirmed that the referendum limit will remain at 2%. Therefore the Council will continue its current strategy of protecting services by growing its income stream and setting a moderate Council tax increase of 1.94% which provides an additional £64k per annum compared to the option of accepting council tax freeze grant.

### Basis of preparation of Detailed Budget

1.5 Service levels – the estimates have been prepared on the basis of maintaining existing service levels except where variations have been approved by the Cabinet and or the Council. Members should be aware that considerable work has been undertaken to reduce the list down to just the absolute essentials.

1.6 Pay and price levels – the estimates have been prepared at pay and price levels ruling at October 2014 including an increase of 2.2% for salaries and wages from 1<sup>st</sup> April 2015 (award actually took effect from 1/1/15 but runs for 15 months). The Council awards the national local government employers agreement.

Inflation has been included in respect of contracts where appropriate.

### Pensions

1.7 Following the triennial valuation of the Surrey Local Government Pension Fund as at the 31<sup>st</sup> March 2013, it is necessary for employers to increase their lump sum contributions to cover an increase in the deficit relating to benefits earned by scheme members as a result of service up to 31<sup>st</sup> March 2013 known as past service deficit contributions. For 2015/16 these contributions will rise by a £180k with a further £180k due in 2016/17.

- 1.8 In 2016/17 there will be an additional impact on employers 'national insurance contributions as a result of the end of the contracted- out arrangements. This would add a further approximate £170k to our employer costs for 2016/17 onwards.

### **Fees and charges**

- 1.9 All fees and charges have been reviewed. See separate report on the agenda.

### **Income Generation**

- 1.10 The budget forecasts have reflected the performance of the Council's income over the last two years during which time income levels have held up despite the general economic pressures. As part of the 2014/15 budget monitoring officers have been keeping the Council's various income streams under continuous review, particularly car parking our largest fee earning area, and this has impacted on the level of in year saving's required to balance the 2015/16 budget. Income has generally held up well, with Planning income doing particularly well and additional income has been included in the detailed estimates where it was seen to be achievable and potentially ongoing. It is estimated that the net additional income to be raised from fees and charges for 2015/16 is £420k

### **Contingencies**

- 1.11 No provision has been made for any general contingencies. The General fund reserve exists as a source of contingency funds should a need arise which can be addressed through offsetting savings.

### **Interest Rates**

- 1.12 The Council at present has benefited from several years of above average investment returns through a diversified range of pooled investment funds. The return on these funds ranges from 2.5 to 5% as at the 31<sup>st</sup> December 2014.
- 1.13 Returns on maturing cash deposits are currently within the range of 0.35 to 0.73% and the average overall return on investments is expected to be around 1.58%

### **Investment Income**

- 1.14 The Cabinet has separately received on the January meeting agenda the Annual Investment Strategy and Treasury Management Report for 2015/16 indicating the current position in respect of interest rates and the proposed strategy for dealing with the lower levels of interest rates and the reduction of investment monies.
- 1.15 Leading market forecasters, including Arlingclose, the Council's treasury advisors, expect the base rate to remain at 0.5% until at least the 4<sup>th</sup> quarter of calendar year 2015.

### **Use of Reserves**

- 1.16 The change in the financial landscape with an extended period of public sector austerity with district councils on the receiving end of the steepest growth cuts, the extended period of low interest rates and the need to

facilitate invest to save as part of towards a sustainable future and the redevelopment of Knowle green means that it will be unrealistic to eliminate the use of reserves in 2015/16. However it should be noted that at the end of both 2012-13 and 2013-14 the Council's balances on reserves rose and its reserves at start of 14-15 were £1.4m higher than two years previously.

- 1.17 It is proposed to use approximately £531k worth of general reserves to fund upfront resources required to ensure the successful delivery of *Towards a Sustainable Future* savings in future years. This is a lower level of reserve than originally planned for 2014-15. This would be funded from the New Schemes Fund reserve and would include funding the appointment of property consultants for the redevelopment of Knowle Green and acquisition of new council offices, extending the secondment of the Staines-upon-Thames Regeneration manager, extending the contracts of the corporate project office, extending the secondment of resource to Asset Management.. The council office redevelopment will allow us to receive capital receipts and a regular income stream for future years anticipated to be approximately £750k per annum. The objective of the *Towards a Sustainable Future* programme is to enable the Council to become self-funding (i.e. no longer reliant on Government grant) by 2020.

#### **Growth Items**

- 1.18 The report to Cabinet summarised the main budget growth and unavoidable expenditure pressures. This highlighted that additional spending pressures or reduced income streams totalling £835k have been identified. Of this £205k is required for invest to save initiatives and is therefore being funded from reserves.
- 1.19 The evaluation of growth bids received from services have been evaluated using a number of criteria including
- Whether there is an invest to generate future income aspect
  - Whether there is an invest to achieve future savings
  - Whether it is necessary to meet statutory obligations
  - Whether it is necessary for operational reasons
  - The extent to which it supports corporate priorities
- 1.20 It can be seen that with respect to the last of the above criteria a significant proportion of the growth bids relate to corporate priorities :
- Knowle Green redevelopment relating to both the Economic Development and Assets priorities.
  - Economic Strategy resourcing relating to Economic Development
  - Temporary Accommodation and Housing options resourcing relating to Planning and Housing priority.
  - Increase cost of waste disposal relating to the delivering of quality of life services.

## **Savings**

- 1.21 In total savings/increase income items of approximately £1m have been found as part of the Council's Towards a Sustainable Future programme (TaSF) that was launched in the summer of 2014. The savings/additional income include part year savings relating to the deletion of a number of senior management posts which are not being replaced but addressed through a corporate restructuring. These savings/additional income are necessary to offset the reduced general government grant and the additional expenditure pressures. All savings proposals have been incorporated into the budget estimates
- 1.22 The salary savings target for 2015/16 will remain the same at £300k.

## **Precepts**

- 1.23 Surrey County Council at its meeting on the 10th February set a Band D council tax of £1,219.68 Representing a 1.99% increase and Surrey Police at its tax setting meeting on the 5th February set a band D council tax of £215.89 representing a 1.99% increase.

## **2. Options analysis and proposal**

- 2.1 The Council is required to set a balanced budget and in the light of the detailed budget prepared, a council tax increase of 1.94% is recommended.

## **3. Financial implications**

- 3.1 Addressed in the body of the report

## **4. Other considerations**

- 4.1 Robustness of estimates the Local Government Act 2003 requires me, as the Council's Chief Financial Officer, to report on the robustness of the estimates made for the purposes of calculating the council tax. I am satisfied that each service budget has been prepared in the context of the council's corporate strategies, and longer term financial strategy which means that the Council is presented with robust estimates as a basis for making decisions about the level of council tax.
- 4.2 The nature and size of our revenue budget carries a degree of risk, this is particularly the case in the current economic climate.
- 4.3 Reserves and provisions – the local Government Act 2003 requires me to report on the adequacy of the council's financial reserves when consideration is given to the general fund budget requirement for the year. Under the local government finance act 1988, all revenue balances held by the council are at the direct disposal of the general fund with the exception of the collection fund and the investment reserve. Those balances are expected to total approximately £16m as at the 1<sup>st</sup> April 2015. However a number of these balances are earmarked specifically for social housing and the new scheme fund. The uncommitted funds stand at £1Million. Taken together with the council's financial strategy to reduce the reliance on revenues to support the council tax, I consider that the reserves and provisions will ensure that the council maintains a reasonably healthy financial position.

- 4.4 Officers are undertaking an equalities impact assessment of the budget proposals. In particular a detailed equalities impact assessment was undertaken for the proposed Local Council Tax Support Scheme.
- 4.5 The budget has a number of risks and these are set out below :

<b>Outside control</b>	<b>Internally based</b>
Interest rates	Failure to sufficiently resource delivery of key asset income generation projects
Severe public sector spending cuts	Collection of retained business rates
Down turn in property development market	Reliance on interest earnings to balance the budget.
Recycling Credits – falling values of recyclable materials	Ability to deliver Towards a Sustainable Future objectives in accordance with planned timetable
Increased Gate fees for disposing of waste materials	
Housing benefit subsidy/welfare reform.	
Staines town centre rents	

- 4.6 The risks are that the level of savings anticipated do not materialise or that there are additional spending pressures. These will be mitigated by ensuring proposals have been properly evaluated before being built into the final budget for example clarifying any contractual assumptions, and thereafter through careful budget monitoring.

## **5. Timetable for implementation**

- 5.1 Council to approve the Budget on 26 February 2015

**Background papers:** None

**Appendices:** 1 to 6

<b>2015/16 Revenue Budget</b>		
	14/15	15/16
	<b>original</b>	<b>Draft</b>
	£	£
Gross Expenditure	53,571,900	55,811,700
Less: Fees and Charges and Specific Grants (excl Housing Benefits)	8,885,200	9,684,100
Less: Housing Benefit Grant	30,988,200	31,376,700
<b>Net Service Expenditure:</b>	<b>13,698,500</b>	<b>14,750,900</b>
Broken down over Portfolios		
Communications and Procurement	222,800	206,700
Community Safety , Young People,Leisure and Culture	283,600	227,000
Finance	3,118,700	3,286,700
Environment	4,034,000	4,451,800
Housing,Health,Wellbeing and Independent Living	2,557,600	2,711,800
Planning and Corporate Development	1,756,900	1,608,600
Economic Development and Fixed Assets	1,328,500	1,799,200
Parking Services and ICT	62,500	88,500
Leader	333,900	370,600
	<b>13,698,500</b>	<b>14,750,900</b>
Salary expenditure - vacancy monitoring	(300,000)	(300,000)
Partnership Savings	0	(40,000)
Pay award	100,000	
Efficiencies to offset pay award	(100,000)	(100,000)
Increased Employer contributions due to auto enrolment	75,000	
<b>Revised Service Expenditure</b>	<b>13,473,500</b>	<b>14,310,900</b>
<b>NET EXPENDITURE</b>	<b>13,473,500</b>	<b>14,310,900</b>
Interest earnings	335,300	635,000
<b>NET EXPENDITURE AFTER INTEREST EARNINGS</b>	<b>13,138,200</b>	<b>13,675,900</b>
<b>Appropriation from Reserves:</b>		
Reserves - General	0	0
Spend to Save (Fordbridge Bowls club)	13,000	0
Staines Town Development /TaSF	450,000	531,276
Elmsleigh Car Park	287,000	0
Customer Services	46,700	0
Enforcement Project	100,000	0
Spend to save (APCs)	0	0
Feasibility Study for Knowle Green Hub	0	0
Interest Equalisation reserve	0	0
<b>BUDGET REQUIREMENT</b>	<b>12,241,500</b>	<b>13,144,624</b>
Retained Business Rates	2,361,348	3,055,700
Revenue Support Grant( incl council tax support grant)	1,932,189	1,330,600
New Homes Bonus	1,218,600	1,564,400
DCLG Transitional LCTSS grant	0	0
<b>NET BUDGET REQUIREMENT</b>	<b>6,729,363</b>	<b>7,193,924</b>
Collection Fund (Surplus)/Deficit	(187,920)	(266,400)
<b>CHARGE TO COLLECTION FUND</b>	<b>6,541,443</b>	<b>6,927,524</b>
Tax base	36,551	37,971
Council Tax rate	178.97	182.44
Council Tax yield	<b>6,541,443</b>	<b>6,927,524</b>

Revenue Budget 2014/15 to 2015/16					APPENDIX 2		
					Original 14/15	Planned 15/16	Change to 15/16
					£	£	£
Corporate Publicity					209,800	193,700	(16,100)
Research & Consultation					13,000	13,000	0
<b>Communications and Procurement</b>					<b>222,800</b>	<b>206,700</b>	<b>- 16,100</b>
Active Lifestyle					3,500	3,500	0
Arts Development					29,100	30,300	1,200
Community Safety					348,000	296,600	(51,400)
Events					2,000	2,000	0
Leisure Administration					209,800	192,500	(17,300)
Leisure Promotions					(42,200)	0	42,200
Licensing					6,100	(10,500)	(16,600)
Museum					(3,500)	(3,500)	0
Public Halls					(42,900)	(37,900)	5,000
Resource Centre					9,600	9,600	0
Riverside arts Centre					(44,000)	0	44,000
Safeguarding					4,000	1,000	(3,000)
Spelthorne & Sunbury Leisure Centre's					(182,300)	(182,300)	0
Sports Development					35,200	19,700	(15,500)
Sunbury Golf Club					0	(46,200)	(46,200)
Taxi Licensing					(73,300)	(73,300)	0
Youth					24,500	25,500	1,000
<b>Community Safety , Young People,Leisure and Culture</b>					<b>283,600</b>	<b>227,000</b>	<b>- 56,600</b>
Accountancy					379,500	346,500	(33,000)
Assistant Chief Executives					314,700	224,200	(90,500)
Audit					139,600	117,800	(21,800)
Business Rates					(139,700)	(139,700)	0
Chief Executive					212,000	461,200	249,200
Corporate Management					263,600	136,900	(126,700)
CServ Management & Support					700,200	699,000	(1,200)
Insurance					222,700	222,700	0
MAT Secretariat & Support					121,700	125,200	3,500
Misc Expenses					1,500	10,000	8,500
Unapportionable CentralO/Heads					902,900	1,082,900	180,000
<b>Finance</b>					<b>3,118,700</b>	<b>3,286,700</b>	<b>168,000</b>
Abandoned Vehicles					500	500	0
Allotments					(37,000)	(35,300)	1,700
Cemeteries					(303,700)	(288,700)	15,000
Depot					68,400	65,400	(3,000)
DS Management & Support					603,600	692,700	89,100
Energy Initiatives					9,500	9,500	0
Enviro Services Administration					290,500	326,200	35,700
Environmental Enhancements					15,300	32,300	17,000
Grounds Maintenance					1,665,500	1,712,400	46,900
Parks Strategy					22,200	22,200	0
Public Conveniences					47,600	47,600	0
Refuse Collection					1,288,700	1,356,300	67,600
Staines Metro Commons					17,000	0	(17,000)
Street Cleaning					800,100	840,400	40,300
Technical Projects					500	0	(500)
Waste Recycling					(460,200)	(335,200)	125,000
Water Courses & Land Drainage					5,500	5,500	0
<b>Environment</b>					<b>4,034,000</b>	<b>4,451,800</b>	<b>417,800</b>
Homelessness					227,900	303,900	76,000
Housing Benefits Admin					113,900	248,600	134,700
Housing Benefits Payments					(105,000)	(25,000)	80,000
Housing Needs					607,900	615,200	7,300
Democratic Rep & Management					269,200	269,200	0
Spelthorne Accessible Transport (SAT)					81,500	78,300	(3,200)

<b>Revenue Budget 2014/15 to 2015/16</b>					<b>APPENDIX 2</b>		
					<b>Original 14/15</b>	<b>Planned 15/16</b>	<b>Change to 15/16</b>
					<b>£</b>	<b>£</b>	<b>£</b>
General Grants					315,000	194,800	(120,200)
Com Care Administration					125,400	140,900	15,500
Day Centres					352,000	200,100	(151,900)
Environmental Health Admin					750,600	752,500	1,900
Environmental Protection Act					(4,100)	7,400	11,500
Food Safety					(1,700)	(1,700)	0
Meals On Wheels					(48,900)	(17,500)	31,400
Public Health					(5,000)	(5,000)	0
Rodent & Pest Control					14,700	14,800	100
Span					(135,800)	-64,700	71,100
<b>Housing, Health Well Being and Independent Living</b>					<b>2,557,600</b>	<b>2,711,800</b>	<b>154,200</b>
Legal					299,000	268,200	(30,800)
Committee Services					119,600	106,500	(13,100)
Corporate Governance					90,400	60,500	(29,900)
Elections					10,200	75,200	65,000
Electoral Registration					191,100	203,800	12,700
Knowle Green					482,600	426,200	(56,400)
Land Charges					(131,500)	(134,700)	(3,200)
Planning Development Control					324,300	212,600	(111,700)
Planning Policy					288,300	307,400	19,100
Print Unit					82,900	82,900	0
<b>Planning and Corporate Governance</b>					<b>1,756,900</b>	<b>1,608,600</b>	<b>- 148,300</b>
Economic Development					66,300	143,600	77,300
Bus Station					28,500	27,300	(1,200)
Asset Mgn Administration					476,100	710,300	234,200
General Property Expenses					3,700	3,700	0
Planning Management					450,000	450,000	0
Planned Maintenance Programme					546,800	546,800	0
Responsive Maintenance Program					155,500	155,500	0
Sea Cadets					2,400	2,400	0
Staines Town Centre Management					(400,800)	(240,400)	160,400
<b>Economic Development and Fixed Assets</b>					<b>1,328,500</b>	<b>1,799,200</b>	<b>470,700</b>
HR					212,600	205,300	(7,300)
Payroll					50,800	52,000	1,200
People and Partnerships					70,500	113,300	42,800
<b>Leader</b>					<b>333,900</b>	<b>370,600</b>	<b>36,700</b>
Building Control					(16,800)	7,700	24,500
Car Parks					(746,700)	(775,800)	(29,100)
Emergency Planning					8,000	57,000	49,000
Information & Comms Technology					1,023,400	1,005,000	(18,400)
Staines Market					(205,400)	(205,400)	0
<b>Parking Services and ICT</b>					<b>62,500</b>	<b>88,500</b>	<b>26,000</b>
Totals					<b>13,698,500</b>	<b>14,750,900</b>	<b>1,052,400</b>



<b>GENERAL FUND SUBJECTIVE ANALYSIS</b>											
	Communications and Procurement	Community Safety, Young People, Leisure and Culture	Finance	Environment	Housing, Health Wellbeing and Ind Living	Planning and Corporate Governance	Economic Development and Fixed Assets	Parking and ICT	Leader	General Fund	Total
	£	£	£	£	£	£	£	£	£	£	£
<b>Employees</b>	111,300	392,600	3,006,500	2,885,800	3,141,700	1,695,600	297,500	1,129,800	322,300	(440,000)	12,543,100
<b>Premises</b>		52,200	93,500	1,944,700	170,800	364,100	730,700	612,400			3,968,400
<b>Transport</b>	600	10,700	137,800	1,088,400	128,100	24,800	200	22,000	4,300		1,416,900
<b>Supplies and Services</b>	94,800	303,600	369,800	197,300	811,600	467,200	1,215,100	791,400	75,200		4,326,000
<b>External Contracts</b>		45,100	28,100	422,800	1,014,200	34,200	12,000	209,200	0		1,765,600
<b>Benefit Payments</b>					31,351,700						31,351,700
<b>Support to Capital</b>											0
<b>TOTAL EXPENDITURE</b>	<b>206,700</b>	<b>804,200</b>	<b>3,635,700</b>	<b>6,539,000</b>	<b>36,618,100</b>	<b>2,585,900</b>	<b>2,255,500</b>	<b>2,764,800</b>	<b>401,800</b>	<b>(440,000)</b>	<b>55,371,700</b>
<b>Government Grants</b>					(33,906,300)	0					(33,906,300)
<b>Rents &amp; Other Income</b>	0	(577,200)	(349,000)	(2,087,200)		(977,300)	(456,300)	(2,676,300)	(31,200)		(7,154,500)
<b>TOTAL INCOME</b>	<b>0</b>	<b>(577,200)</b>	<b>(349,000)</b>	<b>(2,087,200)</b>	<b>(33,906,300)</b>	<b>(977,300)</b>	<b>(456,300)</b>	<b>(2,676,300)</b>	<b>(31,200)</b>	<b>0</b>	<b>(41,060,800)</b>
<b>NET EXPENDITURE</b>	<b>206,700</b>	<b>227,000</b>	<b>3,286,700</b>	<b>4,451,800</b>	<b>2,711,800</b>	<b>1,608,600</b>	<b>1,799,200</b>	<b>88,500</b>	<b>370,600</b>	<b>(440,000)</b>	<b>14,310,900</b>

## APPENDIX 4

<b>CALCULATION OF THE BASIC COUNCIL TAX FOR 2015/16</b>			
<b>FOR SPELTHORNE'S OWN EXPENDITURE</b>			
<b>The Council's Tax Base for 2014/15</b>			37,971.1
		£	£
Gross Expenditure for the year			55,371,700
Less:	Gross Income for the year	41,060,800	
	Interest on Balances	635,000	
	Transfers from Earmarked Reserves	531,276	
	New Homes Bonus	1,564,400	
	Council Tax Support Transitional grant		
			43,791,476
The Councils net expenditure			11,580,224
Less:	Retained Share of Business rates Non-Domestic Rates	3,055,700	
	Revenue Support Grant	1,330,600	
			4,386,300
	Estimated surplus on Collection Fund from Council Tax Collections	266,400	266,400
<b>Net Sum to be recovered through Council Tax</b>			<b>6,927,524</b>
<b>Expressed per equivalent Band D property (ie divided by 37971.10)</b>			<b>£182.44</b>

**APPENDIX 5**

CALCULATION OF COUNCIL TAX FOR DIFFERENT VALUATION BANDS FOR 2015/16									
FOR SPELTHORNE'S OWN EXPENDITURE									
1.	Basic Council Tax for Band 'D' property as calculated at Appendix F						<b>£182.44</b>		
	<u>VALUATION BAND</u>	A	B	C	D	E	F	G	H
2.	The Multipliers specified in Section 5(1) of the Local Government Finance Act 1992, to apply to the Basic Tax above.	6/9	7/9	8/9	1	11/9	13/9	15/9	18/9
		£	£	£	£	£	£	£	£
3.	Item 1 multiplied by item 2, to give the Council Tax for the year in respect of each valuation band.	121.63	141.90	162.17	<b>182.44</b>	222.98	263.52	304.07	364.88

CALCULATION OF COUNCIL TAX FOR DIFFERENT VALUATION BANDS FOR 2015/16									
SUMMARY									
VALUATION BAND		A	B	C	D	E	F	G	H
1.	Precepts issued to the Council								
	i) Surrey County Council	813.12	948.64	1084.16	<b>1,219.68</b>	1490.66	1761.98	2032.72	2439.26
	ii) Surrey Police	143.98	167.91	191.90	<b>215.89</b>	263.86	311.84	359.82	431.78
2.	Spelthorne's Council Tax	121.63	141.90	162.17	<b>182.44</b>	222.98	263.52	304.07	364.88
3.	The total of items 1 and 2 above, which is the full Council Tax for 2015/16	<b>1,078.73</b>	<b>1,258.45</b>	<b>1,438.23</b>	<b>1,618.01</b>	<b>1,977.50</b>	<b>2,337.34</b>	<b>2,696.61</b>	<b>3,235.92</b>

(a)

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

### **Extraordinary Meeting held on 21 January 2015**

Under Clause 16 of Part 4(g) of the Constitution's Procedural Rules, 'Urgent Action', I am required to report to Council on the number and type of decisions taken by Cabinet in the last three months. We took one such decision as follows:

#### **1. Bid for acquisition of the Brooklands College Ashford site**

1.1 We considered a report on a proposal to submit a bid for the acquisition of the site of Brooklands College, Ashford.

1.2 We agreed:

- To submit a bid.
- The level and nature of the bid.
- To give delegated authority to the Assistant Chief Executive (Terry Collier) to submit the bid and undertake any necessary subsequent negotiations (in consultation with the Cabinet member for Finance).
- To put a report to the next available Council meeting to put the funding in place (in accordance with the Council's Constitution).

1.3 The Council subsequently submitted a bid but this was not successful.

**Councillor Robert Watts**

*Leader of the Council*

**26 February 2015**



(b)

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

### **Meeting held on 27 January 2015**

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 27 January 2015. However, it should be noted that two of the items, the Treasury Management Strategy 2015-16 and the Calendar of meetings for 2015-16, were recommendations to Council and therefore these have already been considered at item 9 on the agenda.

#### **1. High level options appraisal for the redevelopment of the Council offices site and the relocation to alternative accommodation – Key Decision**

1.1 We considered a report on a high level options appraisal for the redevelopment of the Council offices site and the relocation to alternative accommodation.

1.2 We agreed to:

- Note the options considered in Tables 1 and 2 at paragraph 2.7 on the redevelopment of Knowle Green.
- Pursue in more detail options 4, 5 and the public/private venture option as set out in paragraph 2.18 on the office relocation away from Knowle Green.
- Pursue in more detail options 3, 5a and 5b as set out in paragraph 2.21
- A further report being brought back to Cabinet in April 2015 with final recommendations.

#### **2. Airports Commission – response to consultation**

2.1 We considered a report on the Council's response to the Airports' Commission consultation on the three options for a new runway.

2.2 We agreed the responses as set out in Appendix 1 of the report.

#### **3. Review of Designated Public Place Order (DPPO)**

3.1 We considered a report on a review of the DPPO.

3.2 We agreed to note the report and endorse the continued application of the order.

#### **4. Review of the Leisure and Culture Strategy actions during 2014 and action plan for 2015**

4.1 We considered a report on a review of the Leisure and Culture Strategy actions during 2014 and action plan for 2015.

4.2 We agreed to note the contents of the report.

**Councillor Robert Watts**

*Leader of the Council*

**26 February 2015**





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

### **Meeting held on 24 February 2015**

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 February 2015. However, it should be noted that three of the items, the Capital Programme 2015-16 to 2018-19, Fees and Charges for 2015-16, and the Draft Revenue Budget for 2015-16 were recommendations to Council and therefore these have already been considered at item 9 on the agenda.

#### **1. Recommendation from the Audit Committee on Corporate Risk management**

- 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. Local Plan Working Party minutes and recommendations**

- 2.1 We considered a report on the minutes and the recommendations of the Working Party meeting held on 28 January 2015.
- 2.2 We agreed:
  - The Draft Local Development Scheme.
  - The Draft Statement of Community Involvement for public consultation.
  - The Draft Duty to Cooperate Statement for consultation with local authorities and prescribed bodies.

#### **3. Business Improvement District (BID)**

- 3.1 We considered a report on a proposal for the introduction of a BID in Staines-upon-Thames.
- 3.2 We agreed to endorse the recommendation that Spelthorne Council will support the introduction of a Business Improvement District (BID) for Staines-upon-Thames and incorporate £32k provision for the consultation and start-up costs in the Revenue Budget for 2015-16.

#### **4. Annual Grants Awards 2015-16**

- 4.1 We considered a report on the proposed grants programme for 2015-16.
- 4.2 We agreed:
  - The grants awards for 2015-16.
  - To note all other support to the voluntary and charity sectors.
  - To note the performance of our key partners (over £10k per annum).

**Councillor Robert Watts**  
*Leader of the Council*

**26 February 2015**



## **Report of the Chairman on the work of the Audit Committee**

The Audit Committee held a meeting on 22 January 2015 and considered the following items of business:

### **1. Annual Audit Letter**

The Committee noted the External Audit Annual Audit letter, which summarised the key findings from KPMG's 2013/14 audit of the Council.

### **2. Interim Internal Audit Report**

The Committee noted a report on the annual review of the system of internal audit which summarised the work undertaken by Audit Services during the period April 2014 to December 2014 and provided the Council with assurance on the adequacy of its internal audit systems of control.

The Committee discussed the successful DCLG fraud funding bid which Spelthorne, six other boroughs and the County had submitted.

### **3. Corporate Risk Management**

The Committee noted the quarterly update on the Corporate Risk Register and recommended it to Cabinet for approval.

The Committee noted the steps taken by the Information Governance Group (IGG) to mitigate the risks associated with the Council's Information Governance procedures.

In addition the Committee noted an update from the Assistant Chief Executive on the progress of the Council's performance management arrangements.

### **4. Committee Work Programme 2014/15**

The Committee approved its Work Programme as submitted, for the remainder of the Municipal Year 2014/15.

Councillor M.J. Madams  
*Chairman of the Audit Committee*

**26 February 2015**



## **Report of the Chairman on the work of the Licensing Committee**

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

### **1. Licensing Sub-Committee – 19 January 2015**

A Licensing Sub-Committee considered an application for a variation to the Premises Licence at the White Horse public house, The Avenue, 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 licensable activities and additional conditions as agreed with the police at the hearing and added as proportionate measures necessary to achieve the licensing objective on the prevention of public nuisance.

### **2. Licensing Sub-Committee – 22 January 2015**

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

### **3. Licensing Sub-Committee – 4 February 2015**

The Committee considered a report on objections received following consultation on proposed amendments to the current taxi tariff which the Committee had agreed at its meeting held on 26 November 2014. The Committee agreed to: reject the objections to its decision made on 26 November 2014 to increase taxi tariff 1 by 10p and to bring forward the time at which taxi tariff 2 starts from 11pm to 10pm, and that taxi drivers be given up to 12 months to install calendar-controlled meters in their vehicles.

Councillor Robin Sider  
*Chairman of the Licensing Committee*

**26 February 2015**



## **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. Budget 2015/16**

- 1.1 The Committee noted a presentation by the Chief Finance Officer on the challenges the Council faced as a result of the falling government grant and the actions underway to address this by preparing to become self-funding by 2020.
- 1.2 It noted the more significant growth pressures and savings proposals, the capital programme, changes in business rates and the continuing policy of protecting the council tax base.
- 1.3 The Committee asked questions around the effect on Council Tax of a possible referendum on the police element, cashless parking and the Council's policy on the use and accumulation of reserves. The Committee requested that further information on the decision to introduce cashless parking be circulated to them.

### **2. Localism Act – update**

- 2.1 The Committee noted that Councillor Friday had written to the Residents' Associations to gauge interest in a workshop event to explore how opportunities offered by the four Community Rights introduced with the Localism Act 2011 could be taken forward locally.

### **3. Flooding Recovery – update**

- 3.1 The Committee noted an update report from the Risk and Resilience Manager on progress with increasing community resilience in the Borough and Surrey, following the flooding in the winter of 2013/2014.

### **4. Work Programme**

- 4.1 The Committee agreed to include the following item on its future work programme:  
 "The Overview & Scrutiny Committee to carry out an investigation to examine any issues or recommendations, connected to the Council, which may arise from the forthcoming Inquest into the tragic death of Zane Gbangbola. The scope of this investigation will be determined by the findings of the Inquest."

**Councillor Philippa Broom**

*Chairman of the Overview and Scrutiny Committee*

**26 February 2015**





## Report of the Chairman on the work of the Planning Committee

1. The Planning Committee has met on two occasions 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 its meetings on 17 December 2014 and 11 February 2015.
2. The December meeting dealt with three planning applications. Public speaking took place on the first item with one person taking the opportunity to address the Committee. The key items considered by the Committee were:
3. Planning application 14/01364/COU related to the ground floor of 6 Woodlands Parade in Ashford. The application proposed the change of use from retail (use class A1) to hot food takeaway (use class A5). Also proposed were the erection of a single storey rear extension, installation of cold-room condensers and extraction system and the installation of a new shop front. The application was approved subject to a number of conditions.
4. A second planning application (14/01285/FUL) related to some garages and land to the rear of Clare Road, St Anne's Avenue, Elizabeth Way, Elizabethan Close and 5-6 Vibia Close in Stanwell. The application proposed the partial demolition of the existing garages and the erection of 10 x two bed and 2 x studio single storey houses including car parking, landscaping and boundary wall treatment. The application was approved subject to a number of conditions.
5. The last application related to 8-12 Clarendon Road in Ashford (14/01254/FUL). It proposed the demolition of the existing buildings and erection of 2 x two storey blocks comprising 9 flats (4 x one bed and 5 x two bed) together with associated parking and amenity space. The application was approved subject to a number of conditions.
6. The February meeting dealt with three planning applications and an enforcement item. Public speaking took place on four items with six people taking the opportunity to address the Committee. The key items considered by the Committee were:
7. Planning application 14/01377/FUL related to a site comprising Old Telephone Exchange and Masonic Lodge, Elmsleigh Road, Staines upon Thames. The application proposed the demolition of existing masonic Hall and Old Telephone Exchange and redevelopment of the site to create a mixed-use scheme comprising 140 residential units (48 no. 1-bed and 92 no. 2-bed), a 102 bedroom hotel, up to 1507 sq. m of mixed commercial space (Classes A1, A2, A3, A4, D2 and B1), and up to 1408 sq. m of masonic lodge (Class D1), together with means of access, landscaping and other associated works. The application was refused planning permission.

8. The second planning application related to Bishop Wand Church Of England Secondary School, Laytons Lane, Sunbury on Thames. It proposed the erection of gymnasium building with associated lighting provision, landscaping, access road and the provision of 62 car parking spaces, 20 bicycle spaces and refuse storage facilities. The Committee resolved to recommend approval to the application which needs to be referred to the Secretary of State as a major development which represents a departure from Green Belt Policy.
9. The final planning application 14/00853/FUL related to Shepperton House, 2 - 4 Green Lane, Shepperton. It proposed the change of use of 4 no. retail/office units to one large retail unit with single storey rear extension and other associated alterations including to the parking layout. The application was approved by the Committee.
10. The enforcement item related to 10 Peregrine Road, Sunbury on Thames (14/00096/COUOTH). It related to the unauthorised change of use of the dwelling to three self-contained units. The Planning Committee resolve to agree to the serving of an enforcement notice relating to the unauthorised conversion of the dwelling.

Councillor Richard Smith - Ainsley  
Chairman of the Planning Committee

**26 February 2015**