

## **Minutes of Cabinet**

**21 June 2017**

### **Present:**

Councillor I.T.E. Harvey, Leader and Council Policy co-ordination  
Councillor A.C. Harman, Deputy Leader and Towards a Sustainable Future  
programme (TaSF)  
Councillor M.M. Attewell, Community Wellbeing  
Councillor C.B. Barnard, Planning and Economic Development  
Councillor M.P.C. Francis, Housing  
Councillor N.J. Gething, Environment and Compliance  
Councillor O. Rybinski, Customer Service, Estates and Transport  
Councillor H.R.D. Williams, Finance and Customer Service

### **Apologies:**

Councillor A.J. Mitchell, Corporate Management

### **Councillors in attendance:**

Councillor A. Sapunovas  
Councillor R.W. Sider BEM

### **2381 Minutes**

The minutes of the Cabinet meeting held on 11 May 2017 were agreed as a correct record.

The minutes of the Extraordinary meeting held on 2 June 2017 were agreed as a correct record.

### **2382 Disclosures of Interest**

There were none.

### **2383 Contaminated Land Inspection Strategy - Key Decision**

Cabinet considered a report on adopting a new Contaminated Land Inspection Strategy.

The report explained that local authorities have a legal duty to inspect their areas for contaminated land. Where contaminated land is found, the Council must identify the appropriate persons responsible for cleaning-up the contamination, specify the works to be done and the periods within which the work has to be carried out.

### **Alternative options considered and rejected by the Cabinet:**

- Maintain existing strategy.

**Resolved** to adopt the Council's new Contaminated Land Inspection Strategy.

**Reason for the decision:**

Statutory guidance recommends that local authorities review and update their strategies every five years to take account of changes in legislation and statutory guidance. The proposed new contaminated strategy takes these changes into account.

**2384 Provisional Capital Outturn Report 2016/17**

Cabinet considered a report on the provisional capital outturn spend for 2016-17.

**Resolved** that Cabinet notes the contents of the report.

**2385 Provisional Revenue Outturn 2016/17**

Cabinet considered a report on the provisional revenue outturn for 2016-17.

**Resolved** that Cabinet notes the contents of the report.

**2386 Treasury Management Strategy Annual report**

Cabinet considered the Treasury Management Annual Report for 2016-17.

**Resolved** that Cabinet notes the contents of the report.

**2387 Telecare and SPAN funding**

Cabinet considered a report on funding arrangements for Telecare and the Spelthorne Personal Alarm Network (SPAN).

The report explained the key changes between the previous agreement and new funding agreements with Surrey County Council.

**Alternative options considered and rejected by the Cabinet:**

12 week free trial

- Reduce the 12 week free trial to 6 weeks;
- No change to current free trial service.

Telecare

- Cease to provide telecare equipment;
- Continue to provide telecare equipment with no charge to the client.

**Resolved** to:

1. Agree 12 week free alarm service following an overnight hospital stay in the last 4 weeks;
2. Agree to use the money set aside from the Council Tax increase 2016-17 which was ring fenced for Independent Living services to support the telecare service (likely to be in the region of £34,518);
3. Delegate authority to agree telecare pricing structure to the Group Heads for Community Wellbeing in consultation with the Portfolio Holder.

**Reason for the decision:**

To allow the alarm and telecare service provided by Spelthorne to consider future charging options.

**2388 Adoption of Spelthorne's Corporate Health and Safety Policy**

Cabinet considered a report on the adoption of the Spelthorne Corporate Health and Safety Policy.

The report explained that the Health and Safety at Work Act 1974 places a legal requirement on all organisations to assess and control the risks to the health safety and welfare of employees and the public that arise from the activities associated with the organisation.

**Alternative options considered and rejected by the Cabinet:**

- To recommend amendments to the policy;
- Not to adopt the policy.

**Resolved to:**

1. Adopt the corporate Health and Safety Policy;
2. Authorise the Chief Executive to agree minor variations to the adopted Health and Safety Policy.

**Reason for the decision:**

To safeguard the health, safety and welfare of staff, the public and its members.

**2389 Appointments to Outside Bodies 2017/18**

Cabinet considered a report on the proposed appointments of representatives to Outside Bodies and Working Groups for 2017-18.

**Resolved** that Cabinet appoints representatives to Outside Bodies and Working Groups for 2017-18 as shown in Appendix A of the report.

**2390 Leader's announcements**

The following are the latest service updates from various Council departments.

A flotilla of boats will sail from Sunbury Lock to Staines-upon-Thames led by the Queen's rowbarge Gloriana in celebration of the Mayor of Spelthorne's River Day on Saturday 24 June. Gloriana will be joined by the Impossible Dream, a specially adapted wheelchair friendly motorboat which has been chosen as one of the Mayor's charities, and the Jolly Brit, the former tender to the Royal Yacht Britannia. Local rowing clubs and schools will also join the flotilla. Residents have been invited to come along, enjoy the entertainment, and help raise money for local good causes.

The Staines Business Improvement District (BID) went live on 1 April. It will run for an initial five year period after which another vote will be taken to decide whether the BID should continue for a further five years. The BID has

attracted more funding through the levy than first thought, with £399K being collected annually. The BID commissioned the Queen's Row barge Gloriana to be part of the celebrations at the Staines-upon-Thames Day.

The Community Safety Partnership has now acquired two portable CCTV cameras which can be deployed in response to complaints regarding fly-tipping or anti-social behaviour.

The final of the Spelthorne Business Plan Competition was held on 25 May at BP's headquarters in Sunbury-on-Thames. Six finalists pitched in a Dragons' Den style final for a prize of £3,500 and a year's package of business support. The winners were George Goodger and Adam Wright with their invention Cillguard, a unique product for wheelchair users which prevents their cars from being scratched when transferring in and out of cars. Second place and a prize of £1,500 went to Danielle Pauling, Clare Pauling and Amanda Hadley for a family business idea called Grave Angels. Third place and £500 was awarded to Kirsti McCabe for her web based business idea 'The Routine Edit.'

The Council's Neighbourhood Services team has installed electric vehicle charging points at two of the car parks in Staines-upon-Thames. Six individual 7kW charging bays have been installed at Elmsleigh multi-storey car park and a dual 3.6kW charger which can charge two cars simultaneously at Tothill multi-storey. The charging bays are free to use and customers simply download an app to get started.

Spelthorne residents and housing register applicants are being asked for their views on changes to the way that social housing is allocated. The Council currently shares an allocations policy with Elmbridge Borough Council and local housing associations and some applicants can move areas under this policy. In the future however, the Council plans to adopt a single borough approach and to give reduced priority to social housing tenants who have other options available through their housing association landlords. The consultation ends Friday 30 June. Visit [www.spelthorne.gov.uk/housing-survey](http://www.spelthorne.gov.uk/housing-survey)

Plans are underway for this year's schools citizenship events in the autumn term. The Junior Democracy event in October and Senior Schools' Parliament event in November will both feature presentations and workshops delivered by the Education service from the Houses of Parliament. Pupils will learn about local and national government and have the chance to ask the Mayor a range of questions. Spelthorne MP Kwasi Kwarteng will again be invited to act as Speaker during the Senior Schools "House of Commons" debate.

Recent recipients of Spelthorne's Better Neighbourhood Grants include Sunbury & Shepperton Arts Association – towards their annual festival; Rentstart for a new PC; Dementia Friendly Shepperton for publicity t-shirts and St Paul's College, Sunbury, to support their student forum. There is still more than £32,000 in the kitty for Councillors to spend in their neighbourhoods.

Staff from Surrey Police, Spelthorne Borough Council and Surrey County Council joined together for a 'Partnership Action Day' in Shepperton on Wednesday 17 May. During the day a number of fly-tips were identified, an abandoned car was removed, four people were reported for vehicle offences and one owner had their car seized for having no insurance. The next Partnership Action Day will be held in various locations on 18 July.

Visitors from the Borough's twin town in Mauritius stopped off at Shepperton Village Hall to help mark Dementia Awareness Week during a tour of the area on 16 May. Shepperton is the first town in the Borough to pledge its commitment to become 'dementia-friendly'. This involves training for shop staff in how to help customers who might have dementia; better signage to make it easier to get around; social and support groups for patients and carers; practical measures to help make life less stressful. More events are planned.

Cllr Vivienne Leighton got runners underway at the Staines 10K on Sunday 14 May. A record number of runners (633) completed the course with the winner, Stuart MacDougall, finishing in a time of 35 minutes and 24 seconds. The women's race was won by Jaydee Peters who completed the course in 39 minutes and 17 seconds and finished 18<sup>th</sup> overall.

**2391      Urgent items**

There were none.

**2392      Exempt Business**

**Resolved** to move the exclusion of the Press and Public for the following item in view of the likely disclosure of exempt information within the meaning of Part 1 of Schedule 12A to the Local Government Act 1972, as amended by the Local Government (Access to Information) Act 1985 and by the Local Government (Access to information) (Variation) Order 2006.

**2393      \*Exempt Report - Request for supplementary capital estimate to purchase grounds maintenance equipment - Key Decision**

Cabinet considered an exempt report that requested grounds maintenance be brought back in-house and sought approval of a supplementary capital estimate for the purchase of machinery.

**Alternative options considered and rejected by the Cabinet:**

- Hire or lease the equipment;
- Do nothing.

**Resolved to:**

1. Agree that following the mutual termination of the grounds maintenance contract that the service be brought in-house as the most efficient, effective and economic way of providing a service to the Borough's residents;

2. Recommend to Council a supplementary capital estimate of £500k for the purchase of machinery, plant & vehicles to be used for maintenance and servicing of parks and open spaces.

**Reason for decision**

Capital purchase is the financially sustainable option for acquisition of vehicles and machinery. Purchasing through a framework will ensure that the correct procurement process is followed and delivery timescales are met.

**NOTES:-**

- (1) ***Members of the Overview and Scrutiny Committee are reminded that under Overview and Scrutiny Procedure Rule 16, the “call-in” procedure shall not apply to recommendations the Cabinet makes to the Council. The matters on which recommendations have been made to the Council, if any, are identified with an asterisk [\*] in the above Minutes.***
- (2) ***Members of the Overview and Scrutiny Committee are entitled to call in decisions taken by the Cabinet for scrutiny before they are implemented, other than any recommendations covered under (1) above.***
- (3) ***Within five working days of the date on which a decision of the Cabinet or a Cabinet Member is published, not less than three members [one of whom must be the Chairman] of the Overview and Scrutiny Committee are able to "call in" a decision;***
- (4) ***To avoid delay in considering an item "called in", an extraordinary meeting of the Overview and Scrutiny Committee will be convened within seven days of a "call in" being received if an ordinary meeting is not scheduled in that period;***
- (5) ***When calling in a Cabinet decision for review the members doing so should in their notice of "call in":-***
  - ***Outline their reasons for requiring a review;***
  - ***Indicate any further information they consider the Overview and Scrutiny Committee needs to have before it in order to conduct a review in addition to the written report made by officers to the Cabinet;***
  - ***Indicate whether, where the decision was taken collectively by the Cabinet, they wish the Leader or his nominee (who should normally be the Cabinet Member) or where the decision was taken by a Cabinet Member, the member of the Cabinet making the decision, to attend the committee meeting; and***

- ***Indicate whether the officer making the report to the Cabinet or the Cabinet Member taking the decision or his/her representative should attend the meeting.***
- (6) ***The deadline of five working days for "call in" by Members of the Overview and Scrutiny Committee in relation to the above decisions by the Cabinet is the close of business on 30 June 2017.***