



**Spelthorne
Borough Council**

Council Meeting
Thursday, 22 February 2018



14 February 2018

Please reply to:

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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, 22 February 2018** commencing at **7.30 pm** for the transaction of the following business.

A handwritten signature in black ink, appearing to read 'Daniel Mouawad', is written over a faint, light-colored signature line.

Daniel Mouawad
Chief Executive

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

For those Councillors wishing to participate, prayers will be said in the Leader's office starting at 7pm.

AGENDA

Description	Page nos.
<p>1. Apologies for absence To receive any apologies for non-attendance.</p>	
<p>2. Minutes To confirm as a correct record the minutes of the Council meeting held on 14 December 2017.</p>	7 - 12
<p>3. Disclosures of Interest To receive any disclosures of interest from Councillors in accordance with the Council's Code of Conduct for members.</p>	
<p>4. Announcements from the Mayor To receive any announcements from the Mayor.</p>	
<p>5. Announcements from the Leader To receive any announcements from the Leader.</p>	
<p>6. Announcements from the Chief Executive To receive any announcements from the Chief Executive.</p>	
<p>7. Questions from members of the public The Leader, or their nominee, to answer any questions raised by members of the public in accordance with Standing Order 14.</p> <p><i>Note: the deadline for questions to be considered at this meeting is 12 noon on Thursday 15 February 2018.</i></p>	
<p>8. Petitions To receive any petitions from members of the public.</p>	
<p>9. Recommendations of the Cabinet To consider the recommendations of the Cabinet from its meetings held on 24 January 2018 and 21 February 2018 in relation to:</p>	
<p>a) Treasury Management Strategy Statement 2018-2019</p>	13 - 14
<p>b) Revenue Budget 2018/19 The Budget Book (green cover) will be issued in a supplementary agenda and will reflect the recommendations considered at the meeting of the Cabinet on 21 February 2018.</p>	To Follow

- c) Capital Programme and Strategy 2018/19 to 2021/22 To Follow
d) Pay Policy Statement 2018/19 To Follow

10. Report from the Leader of the Council

To receive the report from the Leader of the Council on the work of the Cabinet at its meetings held on 24 January 2018 (attached) and 21 February 2018 (to follow). 15 - 16

11. 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 at its meeting held on 16 January 2018. 17 - 18

12. 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. 19 - 20

13. Motions

To receive any motions from Councillors in accordance with Standing Order 19.

Note: The deadline for motions to be considered at this meeting was Monday 12 February 2018 and none were received.

14. Questions on Ward Issues

The Leader, or their nominee, to answer questions from Councillors on issues in their Ward, in accordance with Standing Order 15.

Note: the deadline for questions to be considered at this meeting is 12 noon on Thursday 15 February 2018.

15. General questions

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

Note: the deadline for questions to be considered at this meeting was 12 noon on Thursday 15 February 2018.

Five questions were received - from Councillors Robin Sider, Joanne Sexton and Denise Saliagopoulos.

Question from Councillor Sider:

‘Will the Leader and Members of this Council join me in congratulating Freeman of the Borough Colin Squire on his being awarded the OBE in Her Majesty’s New Year’s Honours List’.

Question from Councillor Sexton:

“Once again earlier this month I had to alert the Council to the dire cleaning regime carried out at Knowle Green Leisure Centre. Members of the public had alerted me to the public areas which were obviously not cleaned for weeks. Their photographs proved it. Officers of the Council have been sent these photographs. I was astounded to find out that there is still no record keeping of cleansing of the public areas - something when I was in position as Cabinet Member, was set up. The officer in charge informed me that this would be put in place for the future. Why was this slippage allowed - it is surely mandatory to inspect the public areas for cleanliness? Our residents need to have confidence that the Leisure Centre is clean and well kept.

Whilst I thank the Cabinet Member for her intervening to once again try and sort this out, how can the users of the Leisure Centre have confidence that this will continue? Are we now leaving it to residents to have to make complaints? If a proper regime of inspection had been put in place this would not be an issue here today. Officer need to ensure that there are proactive measures at the Leisure Centre and not continual reactive ones”.

Questions from Councillor Saliagopoulos:

“At the request of Cllr Colin Davis, the then Chairman of the Overview & Scrutiny Committee, the Council was put to extra expense on a so called security issue; can I please be advised as to the extra cost incurred to the Council on this whim? Can the Leader assure me that tax payers' monies were protected at all times? it would appear that the said Councillor for Staines Town is no longer the Chairman of the Overview & Scrutiny - which may I add is an excellent move on the part of the Leader - and indeed no longer a member of the ruling Conservative group - can the Council please be assured that the Committee will now run as a proper scrutiny committee rather than a platform which was used to belittle and dismiss the opposition? As the Leader is aware, scrutiny is something that is vital to any Council. Unfortunately it has been stifled continuously by the above named individual (and only the above named individual) due to his own personal agenda. I believe the local taxpayer needs to be aware of this and that indeed I would seek the Leader's assurance that this individual will no longer be in any position of authority on this Council”.

“Would the Leader please give consideration to the questioning of individual Cabinet Members in full Council? Questions relating to individual portfolio holders are always answered by the Leader. Of course the opposition is aware that the leadership of the Council is only as good as their team. Of course scrutiny of Cabinet Members can be carried out in other committees - with their officers in attendance. If the Leader is not prepared to agree to this - why? At a recent Overview and Scrutiny I asked a question to the portfolio member for housing - a very important brief to the Council - he did not answer the question and left it to the officer - as opposition we want to pursue this further. Whilst on this issue, any questions ever put to Cllr Howard Williams have been

answered with expertise and thorough knowledge. If the Leader has such confidence in the remaining Cabinet members he will surely allow them to answer questions on their portfolios in the future? If not, why not?"

"What are the Leader's thoughts on the recently announced high Council Tax rise by Surrey County Council - indeed some of the Councillors here are also on Surrey and voted for the 6% increase! As the Leader is working to ensure the future viability of Spelthorne by acquiring properties - something which the opposition have supported - surely this is a kick in the teeth. Is there something he could teach the leader of Surrey? How will the Leader now explain to the residents of Spelthorne that they are going to have to pay more once again?"

MINUTES OF THE SPELTHORNE BOROUGH COUNCIL

Minutes of the Council Meeting of Spelthorne Borough Council held in the Council Chamber, Council Offices, Knowle Green, Staines-upon-Thames on Thursday, 14 December 2017 at 7.30 pm

Present:

Councillors:

M.M. Attewell	Q.R. Edgington	S.C. Mooney
C.B. Barnard	M.P.C. Francis	D. Patel
R.O. Barratt	A.E. Friday	J.M. Pinkerton OBE
J.R. Boughtflower	N.J. Gething	O. Rybinski
S.J. Burkmar	A.C. Harman	D. Saliagopoulos
S. Capes	I.T.E. Harvey	A. Sapunovas
R. Chandler	N. Islam	J.R. Sexton
C.A. Davis	A.T. Jones	R.W. Sider BEM
S.M. Doran	J.G. Kavanagh	R.A. Smith-Ainsley
S.A. Dunn	M.J. Madams	B.B. Spoor
P.C. Edgington	A.J. Mitchell	H.R.D. Williams

Councillor V.J. Leighton, The Mayor, in the Chair

Apologies: Apologies were received from Councillors I.J. Beardsmore, T.J.M. Evans, A. L. Griffiths and H.A. Thomson and Miss Sue Faulkner, Vice-Chairman of the Members' Code of Conduct Committee.

606/17 Minutes

The minutes of the Council meeting held on 19 October 2017 were agreed as a correct record.

607/17 Disclosures of Interest

There were no disclosures of interest.

608/17 Announcements from the Mayor

The Mayor, Councillor V.J. Leighton extended congratulations on behalf of the Council to Councillors Penny and Quentin Edgington on their marriage.

She thanked St James Senior Boys School in Ashford for hosting the Mayor's Civic Reception for business and especially Sir Peter Bonfield CBE for being the first speaker at this annual event.

She reported donations made to the Mayor's Charity Fund from Albert Duke of York Lodge, Hampton Masonic Lodge, the Salvation Army Citadel and that the proceeds of the Sunbury and Shepperton Rotary Santa Sleigh collection would be donated to the Mayor's Charity Fund.

She advised councillors of some upcoming events for their diaries:

Friday 19th January - wine tasting evening at the Holiday Inn

Friday 9th February - Mayor's Music Night event at Sunbury Cricket Club

Tuesday 13th February - cinema evening at Shepperton Studios showing Paddington 2.

Wednesday 21st March - race night at Kempton Park.

609/17 Announcements from the Leader

The Leader made the following announcements:

He thanked all staff and councillors who helped arrange the many excellent community based events which had taken place in the Borough.

He joined Cllr Maureen Attewell, Cabinet Member for Wellbeing in thanking the Ward Councillors who had donated money from their Better Neighbourhood Grants for Christmas gifts to our Meals on Wheels clients.

The Benwell Centre in Sunbury-on-Thames had received £1,300 from Tesco's Bags of Help community grant scheme to help it create a gardening club for its members and residents of Mitchison Court.

He updated councillors on the asset acquisition strategy: The Council had purchased Hanover House, which sits on the River Thames next to Bridge Street car park site in Staines-upon-Thames and was looking at options for the property once the current lease expired towards the end of next year; We had also purchased the White House next to Kingston Road council depot, with the intention of redeveloping the site to help address specific housing needs; Contractors had been appointed to develop the former Churchill Hall in Sunbury-on-Thames into three 2-bedroomed properties for affordable housing and the former Bugle Returns Public House in Upper Halliford into eight flats, both due to commence shortly; A prior approval application had been submitted for the first phase development of the Benwell House site in Sunbury-on-Thames, to convert the main building into flats, with works due to commence in the Spring of next year.

Spelthorne had published its Green Belt Assessment which sets out how areas of the Borough are performing against Green Belt criteria. The assessment would form part of the Council's evidence for the Local Plan which identifies the needs of the Borough in relation to housing, the economy, community facilities and infrastructure.

He announced a new project, "Every ward at its best" to support councillors locally to make an impact in their communities by improving sites that seemed to be 'forgotten'; such as derelict properties, fly-tipping hot spots and other

unreported nuisances. It also included looking at any underutilised Council assets. He encouraged councillors of all parties to support this initiative.

Spelthorne Council was working with partners to explore the possibility of a light rail link between Staines and a newly expanded Heathrow. This would bring benefits to the borough, including very substantial economic benefits to Staines, much less environmental impact compared to a conventional heavy rail route and directly aid residents who work at Heathrow get to their place of employment.

He reported that the Procurement and Contract Management team had presented a report to the Overview and Scrutiny Committee with recommendations on how the council can increase the amount of goods and services sourced from local businesses.

The Leader was delighted to announce that as of today he had terminated Daniel Mouawad's probationary period and his position is now permanent and substantive.

Finally, the Leader thanked staff and Councillors for their support and hard work over the last year. Despite the financial difficulties facing the Council, Spelthorne had continued to develop innovative solutions to generate sustainable income streams, ensuring that it can continue to provide the essential services our residents need and deserve.

He wished all members and officers a blessed Christmas and a prosperous New Year.

610/17 Announcements from the Chief Executive

The Chief Executive, Daniel Mouawad, announced the setting up of a small dedicated unit in the Council focused on delivery of commercial acquisitions. The acquisitions would generate net income streams for the Council to support the provision of services to residents and the delivery of housing development projects within the Borough, such as Benwell, increasing the supply of a mix of housing tenures. The additional resources were being funded from amounts prudently set aside from the rental streams of the Council's commercial asset acquisitions.

He thanked all the staff throughout the Council: including the depot, Community and day centres and at Knowle Green, for their sterling support over the last year and looked forward to making 2018 a most productive year.

611/17 Questions from members of the public

There were no questions submitted from members of the public.

612/17 Petitions

There were none.

613/17 Calendar of meetings 2018-2019

The Council considered the recommendation from Cabinet on a calendar of meetings for the Municipal Year 2018-2019.

Resolved that Council approves the calendar of meetings for 2018-2019 as attached to these minutes.

614/17 Supplementary Capital Programme Provision for Asset Acquisitions

The Council considered the recommendation from Cabinet seeking approval of a supplementary capital estimate for property acquisitions within the Borough of £200m for 2017/18. This would enable the Council to be able to bid for high quality investment opportunities which may arise over the coming months.

Resolved that Council:

1. approves the supplementary capital estimate for property acquisitions within the Borough of £200m for 2017/18 to support the economic development and well-being of the Borough and investment purposes;
2. agrees the revised set of prudential indicators which include increasing the operational boundary and authorised limit for external debt by £200m; and
3. re-confirms the Council's Minimum Revenue Provision policy to ensure prudent provision is made to cover repayment of loans.

615/17 Annual Report on Complaints to the Local Government Ombudsman

The Council received an annual report on complaints made to the Local Government Ombudsman which showed that for the financial year 2016-2017, the Ombudsman decided 9 complaints in relation to Spelthorne Borough Council of which it upheld 1.

The Ombudsman's full decision in respect of the upheld complaint was attached to the report.

Resolved to note the report on complaints made to the Local Government Ombudsman for 2016/17.

616/17 Report from the Leader of the Council

The Leader of the Council, Councillor I.T.E. Harvey, presented the reports of the Cabinet meetings held on 22 November and 12 December which outlined the matters the Cabinet had decided since the last Council meeting.

Councillor P. Edgington asked the following question on the Leader's report:

“Can the Leader explain how Cabinet is making sure we are GDPR compliant and why this is not in the Corporate Risk Register?”

The Leader gave the following written response after the meeting:

“The Council has been proactive in its response to the forthcoming implementation of the General Data Protection Regulations in May 2018.

Unlike many authorities the Council took action to appoint an Information Governance Officer (IGO) in January 2017 to assist with implementation.

The IGO has developed a detailed action plan to allow the Council to track progress towards compliance and has undertaken training of staff. The IGO continues to work across the Council to help services ensure they will be compliant. As GDPR is considered a significant corporate risk it is recorded on the corporate risk register at Paragraph 7a.i.-v., which allows regular reviews of progress and “flagging of any issues”.

617/17 Report from the Chairman of the Overview and Scrutiny Committee

The Chairman of the Overview and Scrutiny Committee, Councillor C.A. Davis, presented his report which outlined the matters the Committee had decided since the last Council meeting.

618/17 Report from the Chairman of the Planning Committee

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

619/17 Motions

There were no motions.

620/17 Questions on Ward Issues

There were no questions on Ward issues.

621/17 General questions

The Mayor reported that one general question had been received, in accordance with Standing Order 15, from Councillor Q.R. Edgington:

“Has the Leader had any recent discussions or meetings with any of the Surrey District Council Leaders regarding re-organisation of Local Government in Surrey?”

The Leader, Councillor I.T.E. Harvey, responded with “no.”

In accordance with Council Standing Order 15.2, Councillor Q.R. Edgington asked the following supplementary question:

“The MP for Spelthorne, Kwasi Kwarteng, said recently at a public meeting in Ashford that he thinks Local Government in Surrey needs to be re-organised. Does the Leader of the Council agree with the MP for Spelthorne?”

The Leader, Councillor I.T.E. Harvey, gave the following response to the supplementary question during the meeting:

“I don’t think the policy of Westminster is particularly relevant, however, what we will do in Spelthorne is reflect the views of residents and one of our main financial strategies is driving towards that.”

Season's Greetings

As this was the last meeting of the Council in 2017, the Mayor, Councillor V.J. Leighton extended season’s greetings and best wishes for the New Year to all Members and Officers.

Recommendation of the Cabinet

Cabinet meeting held on 24 January 2018

- 1. Treasury Management Strategy Statement 2018/19**
- 1.1 Cabinet considered a report updating Members on the current Treasury Management position and on the setting of the Treasury Management Strategy for 2018/19, for approval by Council.
- 1.2 It is believed that the proposed Strategy represents an appropriate balance between risk management and cost effectiveness.
- 1.3 Cabinet recommends that Council** approves the Treasury Management Strategy Statement for 2018/19.

Councillor Ian Harvey
Leader of the Council

22 February 2018

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

Meeting held on 24 January 2018

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 January 2018. However, it should be noted that one of the items, the Treasury Management Strategy Statement 2018-19, was a recommendation to Council and therefore this has already been considered at item 9a on the agenda.

1. Spelthorne Borough Council (Off-Street Parking Places) Order 2018 - Key Decision

- 1.1 We considered a report on the implementation of a new Off-Street Parking Places Order 2018.
- 1.2 The Order sets out the terms and conditions for use of Council owned car parks, and the charges and penalties which apply to those using the car parks. It forms the legal basis from which all future charges and enforcement actions relating to Council owned car parks are made.
- 1.3 We agreed to:
 1. Authorise the Group Head of Neighbourhood Services to proceed with the proposals made in the report and to implement the Spelthorne Borough Council (Off-Street Parking Places) Order 2018, with the exception of increases for Disabled Persons Badge Holders Season Tickets referred to in paragraph 1.8 of the report. These charges to remain at :-
 - £26 for 3 months
 - £51.50 for 6 months
 - £77 for 9 months
 - £103 for 12 months
 2. Authorise the Head of Corporate Governance to publish all notices required to implement the Spelthorne Borough Council (Off-Street Parking Places) Order 2018;
 3. Authorise the Group Head of Neighbourhood Services in consultation with the Head of Corporate Governance to consider and address any objections and to amend the proposals if necessary following the public consultation.

2. Contract for refurbishment of Elmsleigh Centre Lifts - Key Decision

- 2.1 We considered a report on appointing a contractor to refurbish three lifts at the Elmsleigh shopping centre.

2.2 We agreed to authorise: the Group Head Regeneration and Growth to determine the contractor to be appointed for refurbishment of the Elmsleigh Centre lifts (in consultation with the Cabinet Member for Planning and Economic Development and the Chief Finance Officer); and the Head of Corporate Governance to enter into the legal documentation in order to appoint the contractor.

3. Fees and Charges 2018-2019 - Key Decision

3.1 We considered a report on proposed fees and charges to be introduced from 1 April 2018.

3.2 We agreed the fees and charges for 2018/19 as set out in the report, with the exception of the proposed increases in charges for Disabled Persons Badge Holders Season Tickets in Elmsleigh Car Park, which would remain as at present.

4. Treasury Management half-yearly report

4.1 We noted the treasury position achieved during the first six months of 2017/18 and the financial environment in global markets.

Councillor Ian Harvey

Leader of the Council

22 February 2018

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

This report gives an overview of the issues considered at the 16 January 2018 meeting.

1. Election of Chairman and Vice-Chairman

- 1.1 Councillor S.C. Mooney was elected as Chairman and Councillor J.G. Kavanagh as Vice-Chairman of the Overview and Scrutiny Committee, for the remainder of the Municipal Year 2017/2018.

2. Management of The River Thames

- 2.1 The Committee noted the presentation by the Environment Agency (EA) on their management of the River Thames and flood risk.
- 2.2 The presentation, and resultant debate, identified topics of interest and concern with direct relevance to the Borough and its residents, for further progression. The EA agreed to provide additional information to the Committee following the meeting.

3. Business Rates Avoidance and Evasion

- 3.1 The Committee noted the report, and I commended the fraud partnership with Reigate and Banstead Borough Council as a worthwhile initiative which should be further utilised so as to benefit from additional opportunities.

4. The Council's Property Investment Strategy

- 4.1 The Portfolio Holder for Finance, Councillor Howard Williams and the Chief Finance Officer jointly gave a presentation to the Committee on the Council's approach to risk management with respect to its commercial property acquisitions.
- 4.2 The Committee noted the presentation.

5. Treasury Management: Half-yearly Report

- 5.1 The Committee noted the Treasury position achieved during the first 6 months of 2017/2018 and the financial environment in global markets.

6. Update on Leader's Task Group for Economic Development

- 6.1 The Committee noted the update on the Leader's Task Group for Economic Development (EDEG) and the progress highlighted by Councillor Patel, the Chairman of the EDEG.

7. Work Programme

- 7.1 The Committee noted the Work Programme for the remainder of 2017/2018.

Councillor Sinead Mooney

Chairman of the Overview and Scrutiny Committee

22 February 2018

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Report of the Chairman on the work of the Planning Committee

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 10 January 2018 and 7 February 2018.

Planning Committee – 10 January 2018

1. The January meeting dealt with three planning applications. Public speaking took place on one item, with a ward councillor also speaking as he called in the same item. The items considered by the Committee are set out below.
2. Planning Application 17/01847/PDO related to the Council owned property of Benwell House, Green Street, Sunbury-on-Thames. The Committee approved the Prior Approval application for change of use from office space to that of residential accommodation.
3. The second application, 17/01700/HOU, related to 27 St. Hilda's Avenue, Ashford, and proposed a part single and part two storey rear extension. Councillor Gething spoke on this item, as he had called it in.

The application was deferred to enable further information to be provided thereby permitting further assessment as to the potential impact on the neighbouring property.

4. The final application of the evening was 17/01815/HOU for 17 Tennyson Road, Ashford. The proposal was to erect a single storey side extension to the rear of the existing extension. Councillor Barratt declared a pecuniary interest in this item and left the room for the debate and vote. The application was approved by the Committee.

Planning Committee – 7 February 2018

5. At the Planning Committee meeting on 7 February 2018, a total of five planning applications were considered, with five public speakers taking the opportunity to address the Committee. Two applications on the agenda had been 'called-in' by the ward councillors, who spoke on the items at the meeting.
6. The first two applications for the Staines Town Hall sought change of use from pub/restaurant to 13 residential flats (17/01143/FUL), and Listed Building Consent (17/01144/LBC). The Committee approved both applications subject to conditions and informatives.
7. The third item was 17/01634/FUL relating to 42 High Street, Shepperton and sought change of use from offices/bank to a mix of commercial and residential units. As Councillor Barnard had called in this Application he spoke on the item. The Committee approved the application.

8. The fourth Item 17/01700/HOU related to 27 St. Hilda's Avenue, Ashford which proposed a part single and part two storey rear extension. This was the same application which had been deferred at the previous meeting. Councillor Gething spoke again as he had called in this item. The Committee approved the application.
9. The final application, 18/00061/DEM pertaining to the "White House", Kingston Road, Ashford, sought Prior Approval for the method of demolition of the White House building and the restoration of the site. The Committee noted the application.

Councillor Richard Smith-Ainsley

Chairman of Planning Committee

22 February 2018