

Minutes of Cabinet

14 October 2015

Present:

Councillor A.C. Harman, Acting Leader and Business Continuity of the Council

Councillor N.J. Gething, Economic Development and Fixed Assets

Councillor V.J. Leighton, Planning and Corporate Development

Councillor A.J. Mitchell, Community Safety and Licensing

Councillor J.M. Pinkerton OBE, Housing, Health, Wellbeing, Independent Living and Leisure

Councillor J.R. Sexton, Communications and Procurement

Apologies:

Councillor C.A. Davis, Waste, Environment and Parking

Councillor T.J.M. Evans, Finance

2199 Minutes

The minutes of the Cabinet meeting held on 15 July 2015 were agreed as a correct record.

2200 Disclosures of Interest

There were none.

2201 Corporate Risk Management

Cabinet considered the recommendation from the Audit Committee on the Corporate Risk Register.

Resolved to approve the Corporate Risk Register as submitted.

Reason for the decision:

The Register summarises the Council's most significant risks and sets out controls in place and identifies any further action needed to mitigate risks.

2202 Minutes and Recommendation of the Local Plan Working Party

Cabinet considered the minutes and recommendation of the Local Plan Working Party from its meeting held on 8 September 2015.

Resolved to agree:

1. the Planning Monitoring Report 2015 for publication subject to appropriate changes as discussed at the Local Plan Working Party and any minor corrections and editing requirements;
2. that the Head of Planning will publish the Joint Strategic Housing Market Assessment (SHMA) and
3. to note the intention to consult on a draft SLAA methodology and the formation of a Development Market Panel prior to the final proposed methodology being reported to the Working Party and approved by Cabinet.

2203 Joint Municipal Waste Management Strategy 2015 - Key Decision

Cabinet considered a report on the proposed Joint Municipal Waste Management Strategy for 2015.

Resolved to adopt the Joint Municipal Waste Management Strategy (revision 2) 2015 in principle, but certain items in the Strategy, e.g. 6.3 work area 9, item 1 – changing the bin colour, and work area 11, item 2 – trade waste growth, which are subject to extra resourcing requirements, may not be deliverable, or deliverable within the set timescale. Officers, in conjunction with the Portfolio holder, will report to the Surrey Waste Partnership (SWP) that we will consider these actions as part of any future waste review and will only adopt if they are deemed appropriate and affordable. This is the suggested route forward, and with actions planned, we should meet the aspirations of the Strategy by 2020.

Reason for the decision:

Authorities in two tier counties, such as Surrey, are required to produce a joint strategy for the management of municipal waste, and keep this under review. Cabinet noted that, with the proposed route forward and the actions planned, the Council should meet the aspirations of the joint Strategy by 2020.

2204 Fordbridge Park tennis courts - Key Decision

Cabinet considered a report on the proposed self-management of Fordbridge Park tennis courts.

Resolved to:

1. authorise self-management of Fordbridge Park Tennis Courts;
2. authorise the grant of a lease of Fordbridge Park Tennis Courts and land adjacent to the tennis courts within Fordbridge Park to Community Tennis Ltd subject to the negotiation of the heads of terms including appropriate lease length;
3. authorise the sole rights for the sale of refreshments in Fordbridge Park to be included as part of the lease for Community Tennis Ltd; and

4. authorise the Head of Sustainability and Leisure in conjunction with the Head of Asset Management and the portfolio holder to negotiate and finalise the heads of terms so the lease can be granted

Reason for the decision:

Cabinet noted that the proposal from Community Tennis Ltd would provide an opportunity to improve the tennis offer in the Borough whilst at the same time reducing the Council's maintenance costs.

2205 Capital monitoring

Cabinet considered a report on the current capital spend position from April to August 2015 and a request to approve a supplementary estimate of £30k for replacement of the online booking system and £55k for the host replacement.

Resolved:

1. to note the current capital spend position and
2. to agree the supplementary estimate of £30k for replacement online booking system and £55k for the host replacement.

Reason for the decision:

Cabinet noted that the new online system will integrate with both the Council's payment system to encourage upfront payments and also the invoice system. If appropriate, it will allow events to be booked online or via the Council website and the Spelthorne smartphone App.

2206 Revenue monitoring

Cabinet considered a report on the current net revenue spend position from April to August 2015.

Resolved to note the current revenue spend and forecast position.

2207 Joint enforcement pilot

Cabinet considered a report on a review of the Joint Enforcement Team (JET) pilot scheme and proposals for the continuation of the scheme.

Cabinet noted that since the publication of the report, the Surrey Police and Commissioner's Office had agreed to pay 50% of the cost of delivering the out of hours call out service for the next 12 months.

Resolved to:

1. commend the delivery and success of the JET pilot;

2. support continued funding to enable the JET pilot to become a permanent service within the Council and
3. endorse the provision of the out of hours call out service for a further 12 months.

Reason for the decision:

Cabinet noted that the JET has proven to be an efficient, proactive and effective mechanism to deal with complaints, many of which have been reported by residents of the Borough. This in turn helps to make the Borough a more attractive, cleaner and safer location in which to live, work and play. Provision of the out of hours service for a further 12 months would enable a further evaluation to take place.

2208 Changing an existing street name in Sunbury-on-Thames

Cabinet considered a report on a proposal to change an existing street name in Sunbury-on-Thames, from Croysdale Avenue to Hazelwood Drive.

Resolved to change the road name of the central Croysdale Avenue to Hazelwood Drive.

Reason for the decision:

The name change will provide clarity and avoid confusion for those visiting the Hazelwood Training Centre. It will also help prevent disruption and annoyance to residents.

2209 Appointment to an Outside Body

Cabinet considered a report on the appointment of a Council representative to the Heathrow Community Noise Forum (HCNF).

Resolved to confirm the late Leader's decision to appoint Councillor Colin Davis as the Council's representative on the Heathrow Community Noise Forum.

Reason for the decision:

Cabinet noted that the purpose of the Forum is:

- To keep local residents and stakeholders informed on airspace issues.
- To improve Councillors' understanding of airspace issues.
- To inform the communications approach to public consultations.

2210 Acting Leader's announcements

The Acting Leader made the following announcements:

Former private hire driver, Colin Buckley, has been prosecuted by Spelthorne Council for driving without a private hire driver or vehicle licence, or valid

insurance. The private hire operator he worked for, Michael Marks, was also prosecuted. Buckley was fined a total of £495 plus £1,595 in costs, and his DVLA licence was endorsed with 8 points, narrowly avoiding a driving disqualification. Marks received a fine of £1,200 with an additional £1,435 in costs.

The Spelthorne Junior Citizen event ran for two weeks from 14-29 September at Walton Fire Station. During the two weeks of operation, over 1000 Year 6 pupils from 20 Spelthorne primary schools attended the event which teaches children about staying safe and being good citizens. Topics covered included fire safety, first aid, online security, using public transport, contacting the emergency services and reducing litter.

Councillor Robin Sider BEM has been appointed as the Borough's new Armed Forces Champion. Spelthorne Council signed the Armed Forces Community Covenant in April 2014, an important pledge between the community and the military to recognise, remember and respect the work of the armed forces.

New legislation came into force on 1 October 2015 which requires private landlords to have smoke alarms installed in their properties, and a carbon monoxide alarm where solid fuel is used. Penalties can be up to £5000 for non-compliance. These regulations are enforced by the Council's Environmental Health team.

The first phase of piling work for the 'Ecopark' in Shepperton has been completed. The next phase of piling is due to start in March 2016 and expected to finish at the end of May 2016.

New legislation came into force on 1 October 2015 to protect tenants who hold an assured shorthold tenancy from eviction in circumstances where the tenant has complained about the condition of the premises, and the landlord either did not respond within 14 days, provided an inadequate response or responded by serving a notice of eviction.

Spelthorne's 'My Alerts' service now has 900 online subscribers. The service enables residents to receive news, planning information and bin collection reminders via email.

Ashford resident, David Gale, has received a £5,000 grant for home energy efficiency improvements from the Action Surrey 'Streets Ahead' project which aims to help residents who live in properties which are unsuitable for cavity wall insulation.

Six Aberdeen Angus cows have been introduced to Sunbury Park as part of a trial to improve the areas biodiversity. The Park will be home to the grazing cows for the next eight weeks and it is hoped that their presence will help control invasive grassland species and make way for a greater diversity of wildflowers.

The Council has relaunched its mobile app to make it easier for residents to make contact and find out about local services. Updated with a new look and

feel and clearer navigation, the free app can be downloaded to any smart phone or tablet and allows residents to access Council services whilst on the move – no need to make phone calls or log on to the website.

The Council Tax collection rates (cumulative) up to end September were:-

- Council Tax: 64.3% (64.4% sply)
- Council Tax Support: 50.6% (46.6% sply)
- Business Rates: 56.87% (57.41% sply)
- Business Rates growth 0.41%

Spelthorne Council's efforts to create a clean, green and colourful borough were recognised at this year's prestigious South & South East in Bloom Awards. The ever-popular Sunbury Walled Garden claimed the top-spot, receiving a Gold award and being declared overall winner in the Small Park category for the third year running. Staines and Sunbury Cemeteries also gained Silver Gilt awards in the Best Small Cemetery category.

Following investigations by the Joint Enforcement Team, three individuals have been prosecuted by Spelthorne Council for the illegal dumping of waste. Stacey Leigh from Ashford, Kathleen Hathaway from Twickenham and Mark Blackburn from Walton-on-Thames were ordered by the Court to pay fines/costs totalling £732, £1266 and £1116 respectively.

The Joint Enforcement Team has issued their first Fixed Penalty Notice for dog fouling to a resident in Stanwell, following information provided by a member of the public. They received an £80 fine.

Spelthorne Council has made a successful bid to receive £6K from the Surrey Police and Crime Commissioners office to help fund improvements at Sunbury Cross. Throughout the winter months the Community Safety team will be working to replace old signage, organising a deep clean of the subways and generally making the area more pleasant for local residents.

From 14 December the Council will be starting kerbside collections for small electrical items such as toasters, kettles and hairdryers. They will be collected on the same day as textiles.

The Annual Police and Crime Commissioners Crime Summit took place on 22 October with around 50 people attending. A grant of £1,000 provided jointly by the Office of the PCC and Spelthorne Community Safety Partnership was won by Jackie Taylor with a bid that will allow a performing arts group to visit schools to deliver presentations related to issues such as bullying/domestic abuse.

The annual SBF breakfast riverboat trip took place on 17 September and was sponsored by Heathrow Airport. Almost 70 people attended which provided an excellent opportunity for businesses to network and meet with some of the local councillors.

The Heathrow Primary School Engineering Challenge took place on 11 September at Echelford School in Ashford with the aim of promoting 'STEM' subjects (science, technology, engineering and maths). The event was

attended by the late Cllr Watts who, with his engineering background, was a very enthusiastic participant.

2211 Issues for future meetings

There were none.

2212 Urgent items

There were none.

2213 Exempt Business

It was moved and seconded and

Resolved to exclude the press and public from the meeting for the following items of business 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.

2214 Exempt report - Ashford multi-storey car park - Key Decision

Cabinet considered an exempt report on the disposal of the Ashford Multi-Storey Car Park site, following a public consultation about the future uses of the site and the appointment of property advisors.

Resolved to

1. agree the disposal of the Ashford multi-storey car park to the preferred bidder (paragraph 2.1 of the exempt report), and on the basis that the spirit of intent is to provide 0% affordable housing units.
2. authorise the Head of Asset Management to negotiate and finalise all terms for the sale of the site in consultation with the Portfolio Holder for Economic Development and Fixed Assets.
3. authorise the Head of Asset Management in consultation with the Portfolio Holder for Economic Development and Fixed Assets to negotiate and acquire land or premises on the Brooklands College site for the provision/replacement of public car parking for the town.

Reason for the decision

The preferred bidder is able to develop the site for the purposes stated in the exempt report and the Cabinet consider there will be a sufficient supply of affordable housing in the area provided by the Brooklands development.

2215 Exempt report - Appointment of property consultants for Knowle Green - Key Decision

Cabinet considered an exempt report on the procurement of property consultants for the relocation and redevelopment of Knowle Green.

Resolved

1. to approve the appointment of company A to act as property advisors for the relocation of the Council Offices from the Knowle Green site to undertake site sourcing, agree heads of terms and complete the purchase of the building only;
2. to approve the recommendation not to award a contract for the redevelopment of the Knowle Green site on the basis that a strategic review is being undertaken of the direction the Council wishes to take on the site and
3. to approve the recommendation not to award a combined contract for the relocation and redevelopment of the Knowle Green site on the basis that a strategic review is being undertaken of the direction the Council wishes to take on the site.

Reason for decision

In order to move forward on the relocation and redevelopment of the Knowle Green site, one of the strands under the 'Towards a Sustainable Future' transformation programme, the Council requires expert property advice which will need to cover guidance on acquisitions, procurement and partnership agreements amongst other matters.

Resolution 1. - Gives the Council a clear reason for the appointment as there has been a full and robust evaluation process.

Resolutions 2. and 3. - The reasons for this approach were set out in paragraphs 1.16 to 1.20 of the exempt report.

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 three 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 three 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 Tuesday 20 October 2015.***