

Public



Spelthorne Borough Council

Council Meeting
Thursday, 27 April 2017



19 April 2017

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, 27 April 2017** commencing at **7.30 pm** for the transaction of the following business.

A handwritten signature in blue ink that reads 'Roberto Tambini'. The signature is written in a cursive style and is positioned above a horizontal line.

Roberto Tambini
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.

The National Anthem will be sung in the Chamber before the Mayor starts the agenda proper.

Spelthorne Borough Council, Council Offices, Knowle Green

Staines-upon-Thames TW18 1XB

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AGENDA

Description	Page nos.
<p>1. Presentation</p> <p>Presentation to the volunteers of the Shepperton Village Conservation Group in recognition of their work to create Lord's Bridge Garden, a new Pocket Park in Shepperton Village.</p>	
<p>2. Apologies for absence</p> <p>To receive any apologies for non-attendance.</p>	
<p>3. Minutes</p> <p>To confirm as a correct record the minutes of the Council meeting held on 23 February 2017.</p>	7 - 18
<p>4. Disclosures of Interest</p> <p>To receive any disclosures of interest from Councillors in accordance with the Council's Code of Conduct for members.</p>	
<p>5. Announcements from the Mayor</p> <p>To receive any announcements from the Mayor.</p>	
<p>6. Announcements from the Leader</p> <p>To receive any announcements from the Leader.</p>	
<p>7. Announcements from the Chief Executive</p> <p>To receive any announcements from the Chief Executive.</p>	
<p>8. Questions from members of the public</p> <p>The Leader, or his 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 20 April 2017.</i></p>	
<p>9. Petitions</p> <p>To receive any petitions from members of the public.</p>	

- 10. Changes to Committee membership 2016-2017**
- (1) Allocation of seats on Committees – Appendix A** To Follow
- Pursuant to Section 15 of the Local Government and Housing Act 1989, to agree the representation of the different political groups on Committees, following the formation of the United Kingdom Independence Party group.
- (2) Appointment of members to Committees – Appendix B**
- In accordance with the Council’s Constitution, to appoint the members to serve on the Committees as set out on Appendix A.
- 11. Recommendations of the Cabinet**
- To consider the recommendations of the Cabinet from its meeting on 22 March 2017. 19 - 20
- a) Spelthorne Pay Award 2017-2018
- b) Appointment of Independent Remuneration Panel
- 12. Recommendations of the Members' Code of Conduct Committee**
- To consider the recommendation of the Members’ Code of Conduct Committee from its meeting held on 25 April 2017, on changes to the Constitution. To Follow
- 13. Reports from the Leader of the Council**
- To receive reports from the Leader of the Council on the work of the Cabinet at the following meetings: 21 - 22
- a) Cabinet - 22 March 2017
- b) Cabinet - 5 April 2017 (Extraordinary)
- 14. Report from the Chairman of the Audit Committee**
- To receive the report from the Chairman of the Audit Committee on the work of her Committee. 23 - 24
- 15. Report from the Chairman of the Members' Code of Conduct Committee**
- To receive the report from the Chairman of the Members' Code of Conduct Committee on the work of his Committee. To Follow
- 16. 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 his Committee. 25 - 26

17. Reports from the Chairman of the Planning Committee

To receive the reports from the Chairman of the Planning Committee on the work of his Committee. 27 - 30

18. 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 Thursday 13 April 2017 and the following Motion was received:

Proposed by Cllr R.W. Sider BEM and seconded by Cllr A.C. Harman

“That this Council strongly opposes any proposal by the NHS Trust to implement charges for parking for the disabled at St Peter’s Hospital, Guildford Road, Chertsey.”

19. Questions on Ward Issues

The Leader, or his 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 20 April 2017.

20. General questions

The Leader, or his 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 is 12 noon on Thursday 20 April 2017.

21. Appointment of a representative Trustee

Margaret Pope’s Educational Charity

To consider the re-appointment of Mr Derek Bartlett, as a representative Trustee to the Margaret Pope’s Educational Charity for a further 3-year term until April 2020.

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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, 23 February 2017 at 7.30 pm

Present:

Councillors:

M.M. Attewell	P.C. Forbes-Forsyth	A.J. Mitchell
C.B. Barnard	M.P.C. Francis	S.C. Mooney
R.O. Barratt	C.M. Frazer	J.M. Pinkerton OBE
I.J. Beardsmore	N.J. Gething	O. Rybinski
J.R. Boughtflower	A.L. Griffiths	D. Saliagopoulos
S.J. Burkmar	A.C. Harman	J.R. Sexton
R. Chandler	I.T.E. Harvey	R.W. Sider BEM
C.A. Davis	N. Islam	R.A. Smith-Ainsley
S.M. Doran	A.T. Jones	B.B. Spoor
S.A. Dunn	J.G. Kavanagh	H.A. Thomson
Q.R. Edgington	V.J. Leighton	H.R.D. Williams
K. Flurry	M.J. Madams	

Apologies: Apologies were received from Councillors S. Capes, T.J.M. Evans and D. Patel and Miss Sue Faulkner, Vice-Chairman of the Members' Code of Conduct Committee.

Councillor A.E. Friday, The Mayor, in the Chair

317/16 Minutes

It was proposed that the minutes of the Council meeting held on 22 December 2016 were agreed as a correct record, subject to:

Minute 277/16 relating to the minutes of the meeting held on 20 October 2016 being amended to read, by the inclusion of the words in italics, as follows:

"The minutes of the Council meeting held on 20 October 2016 were agreed as a correct record *subject to the replacement of the words, 'gave the following response to the supplementary question' with 'gave the following subsequent, written response to the supplementary question' in all of the supplementary responses provided to Councillor Edgington at Minute 249/16 on his general questions*"

Councillor P.C. Forbes-Forsyth requested that it be noted that she was given incorrect advice at the meeting held on 22 December 2016 when she was disqualified from taking part in the vote on the Motion at Minute 292/16, due to her absence from the Council Chamber during part of the debate.

Mr Michael Graham, the Council's Monitoring Officer, offered to consider the comments that had been made at the meeting and write to all councillors to provide advice on attendance in a meeting before voting. He advised that the Mayor proceed to the vote on agreement of the minutes of the meeting held on 22 December 2016.

Resolved that the minutes of the Council meeting held on 22 December 2016 were agreed as a correct record, subject to:

Minute 277/16 relating to the minutes of the meeting held on 20 October 2016 being amended to read, by the inclusion of the words in italics, as follows:

"The minutes of the Council meeting held on 20 October 2016 were agreed as a correct record subject to the replacement of the words, 'gave the following response to the supplementary question' with 'gave the following subsequent, written response to the supplementary question' in all of the supplementary responses provided to Councillor Edgington at Minute 249/16 on his general questions"

In accordance with Standing Order 22.4, Councillor I.J. Beardsmore, S.A. Dunn, Q.R. Edgington, P. Forbes-Forsyth, D. Saliagopoulos, J. Sexton and B.B. Spoor requested that their individual votes against the motion be recorded.

318/16 Disclosures of Interest

There were no disclosures of interest.

Following this item the Mayor dealt with Item 16. Motions, (see Minute 334/16) in view of the interest in this item by members of the public attending the Council meeting.

319/16 Announcements from the Mayor

The Mayor announced that since the last meeting of this Council he had held two successful fundraising events in support of his charities: a film show at Shepperton Studios and twilight racing in the Royal Box at Kempton Park. He thanked all those who helped arrange these functions and those members of the Council who supported him.

He announced some forthcoming events: a Rhythm and Blues Evening at Sunbury Cricket Club on March 10th and the Masquerade Ball at the Runnymede Hotel on April 8th.

He commended the good work done by Mr Nigel Drury, Community Connector for Spelthorne and mentioned the invaluable communication tool he produces for local organisations in the voluntary sector called "Community Connections".

320/16 Announcements from the Leader

The Leader made the following announcements:

He expressed his thanks and gratitude, and those of the Cabinet, to Councillor Jean Pinkerton OBE who would be standing down from the Cabinet from the Annual Council meeting in May 2017 as she was Deputy Mayor designate. He welcomed two new Cabinet colleague designates, Councillors Olivia Rybinski and Mark Francis.

He advised that the closing date for Windfall Grants was extended to 21 March 2017. The grants of £20,000 per ward had been made available for councillors to benefit their wards due to the Council's property acquisition success.

Councillor Harvey announced to the Council the forthcoming retirement of the Chief Executive, Roberto Tambini, after 39 years in Local Government, 11 of those being with Spelthorne. He thanked Mr Tambini for all his years of service to the Borough.

He also thanked two officers, Linda Norman and Ryan Maslen who were leaving Spelthorne and wished them well in their new roles.

Finally, he informed the Council that the Cabinet had decided to end the positive Legal Services partnership with Reigate and Banstead Borough Council, preferring to re-establish Spelthorne's own in-house service to give us a strong platform from which to pursue our property investment and housing portfolio ambitions.

321/16 Announcements from the Chief Executive

There were none.

322/16 Questions from members of the public

The Mayor reported that, under Standing Order 14, one question had been received from a member of the public and he invited Mr Paul West to ask his question.

Question from Mr Paul West of Ashford

“Could the Leader kindly confirm if every single, current, councillor lives within Spelthorne and name those borough councillors who do not live within Spelthorne?”

Response from Councillor Ian Harvey, Leader of the Council

“Thank you for your question, Mr West.

All members of Spelthorne Borough Council live within Spelthorne with the exception of Councillor Howard Thomson, who has very recently moved to an address outside of the borough. Cllr Thomson continues to work closely with the local community, support local organisations and campaign on local issues. At the time of his election he lived in Ashford. However Labour County Councillor Robert Evans, Divisional Member for Stanwell and Stanwell North lives in Weybridge, outside of Spelthorne, and has lived there since before he was elected to represent this Division in Spelthorne.

Contact details for all Borough and County Councillors are available on our website.”

323/16 Petitions

There were none.

324/16 Treasury Management Strategy Statement 2017/18

The Council considered the recommendation of the Cabinet from its meeting held on 25 January 2017, on the Treasury Management Strategy Statement for 2017/18

The proposed Strategy represented an appropriate balance between risk management and cost effectiveness.

Resolved to approve the Treasury Management Strategy Statement for 2017/18.

325/16 Revenue Budget 2017 - 2018

The Council considered the recommendation of the Cabinet on the detailed Revenue Budget for 2017-18 and the proposed Council Tax for 2017-18. The Mayor referred councillors to the Budget Book (green cover) and the updated report circulated in the supplementary Council agenda, reflecting the decisions and recommendations made by the Cabinet on 22 February 2017, including the precepts being levied by Surrey County Council and the Surrey Police.

The Mayor asked the Council to agree, in accordance with Standing Order 20.4, that the respective Budget speeches of the Group Leaders may each exceed 10 minutes in length if necessary.

Resolved to agree that the respective Budget speeches of the Group Leaders may each exceed 10 minutes in length if necessary.

The Leader of the Council, Councillor I.T.E. Harvey and the portfolio holder for Finance, Councillor H. R. Williams, made a joint statement on the Budget and the Council Tax and moved and seconded the recommendations on the detailed Budget for 2017-18 as set out in the report circulated in the supplementary Council agenda. The Leader of the Liberal Democrats, Councillor I.J. Beardsmore, then made a statement.

Although the formation of the UKIP party had not been formally notified to the Chief Executive prior to the meeting, the Mayor used his discretion to allow the Leader of UKIP, Councillor D. Saliagopoulos to make a statement on the Budget.

In response to a query from Councillor K. Flurry about the amount of write-offs agreed in 2016-2017, Councillor H. Williams agreed to provide a written response.

Copies of Councillor Harvey's and Councillor Beardsmore's speeches are attached to these minutes as **Appendices A and B**.

The Mayor adjourned the meeting at 10pm to allow councillors and officers a five minute comfort break.

Upon reconvening, and as the Council was close to having sat for three hours, it was moved, seconded and **agreed** to suspend Standing Orders and continue with the remaining items of business on the agenda.

At the conclusion of the debate on the Revenue Budget, the Mayor explained that it was a legal requirement to record in the minutes of the proceedings the names of the persons who cast a vote for the decision or who abstained from voting.

The voting was as follows:

FOR (25)	Councillors I.T.E. Harvey (Leader); A.C. Harman (Deputy Leader); M.M. Attewell; C. Barnard; R.O. Barratt; J. Boughtflower; R. Chandler; C.A. Davis; M.P.C Francis, A.E. Friday (Mayor); N. Gething; A.L. Griffiths: N. Islam; A. Jones; J.G. Kavanagh; V.J. Leighton (Deputy Mayor); M.J. Madams; A.J. Mitchell; S.C. Mooney; J.M. Pinkerton; O. Rybinski; R.W. Sider; R.A. Smith-Ainsley; H. A. Thomson and H.R. Williams.
AGAINST (9)	Councillors I.J. Beardsmore; S. Doran; S.A Dunn; Q.R. Edgington; K. Flurry; P. Forbes-Forsyth; D. Saliagopoulos; J. Sexton and B. Spoor.
ABSTAIN (1)	S. Burkmar

Resolved that:

1. the growth and savings items as set out in the report's appendices be approved;
2. the Council tax base for the whole council area for 2017-18.[Item T in the formula in Section 31b(3) of the Local Government Finance Act 1992, as amended (the "act")] should be 38.908.60 band D equivalent dwellings and the Council tax requirement for the Council's own purpose for 2017-2018 is £192.44 Per Band D equivalent dwelling;
3. a 2.7 % or (£5) increase in the Spelthorne Borough Council element of the Council tax for 2017-18 be approved. Moreover:
 - a) the revenue estimates as set out in Appendix 1 of the report be approved.
 - b) no money, as set out in the report, is appropriated from General Reserves in support of Spelthorne's local Council tax for 2017/18.
 - c) the council tax base for the year 2017/18 is 38,908.60 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, be agreed;
4. that the following sums be now calculated by the Council for the year 2017/18 in accordance with Section 31 to 36 of the Local Government Act 1992.

A	71,540,160	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	64,052,589	Being the aggregate of the amount which the Council estimates for the items set out in Section 31A(3) of the Act
C	7,487,571	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	192.44	Being the amount at 3(c) above (item R), all divided by item T(2 above) calculated by the Council in accordance with Section 31B(1) of the act, as the basic amount of its Council Tax for the year (including Parish precepts)
E	0	Being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act.
F	192.44	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.

5. that the following amounts be calculated for the year 2017/18 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
£	£	£	£	£	£	£	£
128.29	149.68	171.06	192.44	235.20	277.97	320.73	384.88

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.

6. that the Council agrees to continue the Council's Local Council Tax Support Scheme with the same rules and regulations as was agreed for the 2014/15 scheme;
7. that the Council agrees to continue the complete disregard of war pension /armed forces pension income from benefit calculations; and
8. that it be noted that for the year 2017/18 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

Band	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Surrey County Council	887.70	1035.65	1183.60	1331.55	1627.45	1923.35	2219.25	2663.10
Surrey Police	149.71	174.67	199.62	224.57	274.47	324.38	374.28	449.14

9. 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 as the amounts of Council tax for the year 2017/18.

The Council has determined that its relevant basic amount of Council Tax for 2017/18 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 2017/18 is excessive and that the billing authority is not required to hold a referendum in accordance with Section 52ZK Local Government Finance Act 1992.

326/16 Capital Programme 2017-2018

The Council considered the recommendation of the Cabinet from its meeting held on 22 February 2017, on the Capital Programme for the period 2017-18 to 2020-21 and the Prudential Indicators for 2017-18 to 2020-21.

Resolved to:

1. approve the Capital Programme for 2017-18 to 2020-21 and
2. approve the Prudential Indicators for 2017-18 to 2020-21.

327/16 Pay Policy Statement 2017-2018

The Council considered the recommendation of the Cabinet from its meeting held on 22 February 2017 on the Pay Policy Statement 2017-2018.

The Pay Policy Statement set out the Council's policies on a range of issues relating to the pay of its workforce, particularly its senior staff and the lowest paid employees, including:

- Remuneration of its Chief Officers
- Remuneration of its lowest paid employees
- The relationship between the remuneration of its Chief Officers and the remuneration of those employees who are not Chief Officers
- The publication of and access to information relating to remuneration of Chief Officers.

Resolved to:

1. approve the Pay Policy Statement 2017-2018 and
2. approve amendments to the Pensions Policy Statement.

328/16 Appointment of External Auditors

The Council considered the recommendation of the Audit Committee on the appointment of external auditors.

Resolved to agree that the Council opts in to the appointing person arrangements made by Public Sector Audit Appointments.

329/16 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 25 January 2017 and 22 February 2017 which outlined the matters the Cabinet had decided since the last Council meeting.

330/16 Report from the Chairman of the Audit Committee

The Chairman of the Audit Committee, Councillor M.J. Madams, presented her report which outlined the matters the Committee had decided since the last Council meeting.

331/16 Report from the Chairman of the Licensing Committee

The Chairman of the Licensing Committee, Councillor R.W. Sider, presented his report on a successful prosecution of a taxi driver.

332/16 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.

333/16 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. He reminded the members of upcoming seminars on Planning Committee procedures and encouraged their attendance.

334/16 Motions

In view of the interest in this item by the public attending the meeting, the Mayor advised that he would bring this item forward and deal with the Motion immediately after Item 3 on the agenda, Disclosures of Interest, had been dealt with.

In accordance with Standing Order 17 the Council had received a written Notice of Motion.

Councillor S. Doran moved and Councillor I.J. Beardsmore seconded the following motion:

“That Spelthorne Borough Council request that the new Fire Station proposed by Surrey County Council to be built at Fordbridge Roundabout, has two pumps/appliances/fire engines each fully manned by trained Fire Fighters whole time (full time at all times, 24hrs a day, 7 days a week). To do otherwise would seriously endanger and disadvantage the lives and property of the residents of Spelthorne, which is an area of high demand for both Fire and Rescue Services and one of elevated risks due to many factors.”

Councillor I.T.E. Harvey moved and Councillor R.A. Smith-Ainsley moved the following amendment to leave words out of the motion (as shown by strikethrough):

“That Spelthorne Borough Council request that the new Fire Station proposed by Surrey County Council to be built at Fordbridge Roundabout, has two pumps/appliances/fire engines. ~~each fully manned by trained Fire Fighters whole time (full time at all times, 24hrs a day, 7 days a week).~~ To do otherwise would seriously endanger and disadvantage the lives and property of the residents of Spelthorne, which is an area of high demand for both Fire and Rescue Services and one of elevated risks due to many factors.”

Copies of the amendment were circulated to everyone at the meeting.

The mover of the original motion, Councillor S. Doran accepted the amendment and therefore the following substantive motion was put to the vote:

“That Spelthorne Borough Council request that the new Fire Station proposed by Surrey County Council to be built at Fordbridge Roundabout, has two pumps/appliances/fire engines. To do otherwise would seriously endanger and disadvantage the lives and property of the residents of Spelthorne, which is an area of high demand for both Fire and Rescue Services and one of elevated risks due to many factors.

Resolved:

that Spelthorne Borough Council request that the new Fire Station proposed by Surrey County Council to be built at Fordbridge Roundabout, has two pumps/appliances/fire engines. To do otherwise would seriously endanger and disadvantage the lives and property of the residents of Spelthorne, which is an area of high demand for both Fire and Rescue Services and one of elevated risks due to many factors.”

The Mayor adjourned the meeting for five minutes to allow the public who so wished, to leave the meeting.

335/16 Questions on Ward Issues

There were no questions on Ward issues.

336/16 General questions

The Mayor reported that one general question had been received, in accordance with Standing Order 15, from Councillor D. Saliagopoulos and invited her to ask her question.

Question from Councillor Saliagopoulos

“Would the Leader confirm that there are plans in place to enhance the Lammas Park in Staines - as he is aware, the loss of the children's railway is a real blow to users of the Park: I have been contacted by many residents in Staines Village about this.”

Response from Councillor Ian Harvey, Leader of the Council

“The operators of the leased facilities in the Lammas indicated to us early last year that continuing to operate the crazy golf and train was no longer financially viable for them and they would not be renewing their licence to operate. Terms of the licence required the operators to remove their equipment before leaving the site; this is not yet complete as the ground needs to be made good but should be complete in the next couple of months. Officers responsible for this service are looking for a temporary solution to cover this year and ensure that park users continue to enjoy the facilities on offer at this very popular location. Subject to Cabinet approval this year,

officers will then be seeking potential suppliers for a more permanent replacement of suitable recreational equipment within the Lammas Park.”

If there are any other relevant points you wish to make I would invite you to speak to the portfolio holder, Cllr Gething.

Recommendations of the Cabinet

Cabinet meeting held on 22 March 2017

1. Spelthorne Pay Award 2017-2018

1.1 Cabinet considered a report on the Spelthorne Pay Award for 2017-2018.

1.2 The report proposed an additional pay award of 1% to all scale points with effect from 1 April 2017, over and above the National Pay Award, to help attract and retain staff. This proposal follows a pay review which took into consideration pay review data from other councils within Surrey.

1.3 **Cabinet recommends that Council** approves an additional pay award of 1% is awarded to all scale points with effect from 1 April 2017.

2. Appointment of Independent Remuneration Panel

2.1 Cabinet considered a report on the appointment of a new Independent Remuneration Panel. The Council is required to establish and maintain an Independent Remuneration Panel consisting of at least three members, none of whom is formally connected with the Council.

2.2 Detailed CVs of the proposed panel members are available in the Members' Room.

2.3 **Cabinet recommends that Council** approves the appointment of Sir Ivan Lawrence, Colin Squire and George McLaughlin to the Independent Remuneration Panel.

Councillor Ian Harvey
Leader of the Council

27 April 2017

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

Meetings held on 22 March 2017 and 5 April 2017

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 22 March 2017 and its extraordinary meeting held on 5 April 2017.

It should be noted that two of the items considered on the 22 March, the Spelthorne Pay Award 2017-18 and the appointment of the Independent Remuneration Panel, were recommendations to Council and therefore these have already been considered at items 11a and 11b on the agenda respectively.

Cabinet – 22 March 2017

1. Children and Adults Safeguarding Policy – Key Decision

- 1.1 We considered a report on Spelthorne's Safeguarding Children and Adults Policy and Procedure for 2017-2018.
- 1.2 The report explained that a robust Safeguarding Policy and procedure was required to ensure that Spelthorne Borough Council complied with its statutory duty under section 11 of the Children's Act 2004 and under the Care Act 2014
- 1.3 We agreed to approve the Safeguarding Children and Adults Policy and Procedure 2017-2018 and to delegate authority to the portfolio holder to approve any minor amendments to the policy such as procedure changes and telephone numbers.

2. Fixed Penalty Notices for Fly-Tipping

- 2.1 We considered a report on the Issuing of Fixed Penalty Notices for Fly Tipping Offences.
- 2.2 We agreed to:
 - set the Penalty Charge for Unauthorised Deposit of Waste (Fixed Penalty Notices) at £400 with no early payment discount;
 - delegate authority to the Group Head of Neighbourhood Services to issue fixed penalty notices to persons whom the officer has reason to believe have committed a small scale fly tipping offence.

3. The Food Hygiene Service Plan 2017-2018 and the Health and Safety Service Plan 2017-2018

- 3.1 We agreed to the adoption of the proposed food and health and safety service plans for 2017-18.

3.2 Local Authorities are required to produce and adopt annual service plans for their food safety and health and safety enforcement services.

4. Redevelopment of Churchill Hall

4.1 We considered a partially exempt report on the redevelopment of Churchill Hall. This is a cross cutting development which will help the Council deliver on three of its key priorities: (1) housing, (2) financial sustainability and (3) economic development.

4.2 We agreed to:

- the demolition of the existing building and redevelopment of the site for residential development, with a proposed capital provision of £0.7m for the redevelopment (including contingencies) over the period March 2017 – 2019;
- give delegated authority to the Group Head of Regeneration and Growth (in consultation with the Leader) to agree the actual spend of the budget, to deal with any minor variations (with the agreement of the Deputy Chief Executive as required) and to agree any subsequent minor amendments to the proposals as a result of results of surveys, advice from the Local Planning Authority or other responses.

Extraordinary Cabinet – 5 April 2017

1. Acquisition of an asset for investment

1.1 We considered an exempt report on the acquisition of an asset for investment.

1.2 We approved the acquisition of the investment asset and gave authority to:

- the Chief Executive to undertake any necessary negotiations and complete the acquisitions (in consultation with the Chief Finance Officer, the Leader and the Cabinet Member for Finance);
- the Chief Finance Officer to decide the most financially advantageous funding arrangements for the purchases and ensure the acquisitions are prudentially affordable; and
- the Head of Corporate Governance to enter into any legal documentation necessary to acquire the asset.

Councillor Ian Harvey

Leader of the Council

27 April 2017

Report of the Chairman on the work of the Audit Committee

The Audit Committee held a meeting on 23 March 2017 and considered the following items of business.

1. Annual Audit Letter 2015-16

- 1.1 The Committee noted a report on the Annual Audit Letter 2015-16 from the Council's external auditor KPMG.

2. Corporate Risk Management

- 2.1 The Committee noted and accepted the update on the Corporate Risk Register and recommended it to Cabinet as an accurate reflection of the current corporate risks affecting the Council.

3. Confidential Reporting (Whistleblowing Code)

- 3.1 The Internal Audit Manager submitted the Confidential Reporting Code (Whistleblowing Policy), which formed part of the Council's Constitution, for review. The Code sets out how to raise serious concerns about any aspect of the Council's work, who to raise them with and how they should be dealt with.
- 3.2 The Committee noted and accepted the changes to the Confidential Reporting Code (Whistleblowing Policy).

4. Anti-Fraud, Bribery and Corruption Strategy

- 4.1 The Committee noted and accepted the changes to the Anti-Fraud, Bribery and Corruption Strategy.

5. Annual Audit Plan

- 5.1 The Internal Audit Manager outlined the Annual Internal Audit Plan 2017-2018 which demonstrated how the authority would fulfil its statutory requirement to 'maintain an adequate and effective system of internal audit of its accounting records and of its system of internal control in accordance with proper internal audit practices.'
- 5.2 The Committee noted the Internal Audit Plan 2017-18.

6. Committee Work Programme

- 6.1 The Committee Work Programme for 2017-18 had not been included with the agenda and will be reviewed at the next meeting. The Committee noted the completion of its Work Programme for the 2016-17 Municipal year.

Councillor M.J. Madams

Chairman of the Audit Committee

27 April 2017

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

This report gives an overview of the issues considered at the 28 March 2017 meeting.

1. Welfare reform and Universal Credit update

- 1.1 The Committee noted an update report which explained how Spelthorne Borough Council was addressing the challenges relating to: the introduction of Universal Credit; the application of the Benefits Cap; the under occupancy charge; and the administration of Discretionary Housing Payments (DHP) and the effects they were having on Spelthorne claimants.
- 1.2 The Committee noted that the introduction of Universal Credit (UC) affected very few Spelthorne residents at the present time but that the Housing team offered support and advice as needed. Once the migration of existing working age Housing Benefit claims to UC was underway, the Council would be able to provide more specific advice to each family.

2. Review of Parking

- 2.1 The Committee noted actions taken by officers to address residents' concerns about parking in Ashford town centre and agreed to include a review of parking in Ashford in six months' time on the Committee's work programme.
- 2.2 The Committee discussed the cost of repairing or rebuilding Ashford multi-storey car park, alternative options for providing car parking in the town centre and the viability of using the existing car park for an airport parking business. The Committee also noted that ward councillors had secured a compromise with the owners of the private car park behind Ashford Antiques that the car park wardens would provide change for the ticket machines if needed, and erect signs to this effect.
- 2.3 The Vice-Chairman, Councillor Mooney, commended Michelle Arnold for raising this key issue for the Ashford community and the Committee joined in thanking her for raising the profile of this matter.

3. Financial reports

- 3.1 The Committee noted two financial reports setting out the current spend position for both revenue and capital to the end of December 2016.

4. Updates from Task Groups

- 4.1 The Committee noted updates from the Task Groups for Communications and Parks which had both concluded their work.

5. Committee Work Programme 2017-2018

- 5.1 The Committee suggested topics to be considered for inclusion in the work programme for the next municipal year.

Councillor Colin Davis

Chairman of Overview and Scrutiny Committee

27 April 2017

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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 meeting on 8 March.

Planning Committee – 8 March 2017

1. The March meeting dealt with four planning applications and one enforcement action. There was one public speaker. The items considered by the Committee are set out below.
2. This first application related to the installation of adult fitness equipment within Hengrove Park, Station Crescent, Ashford (17/00091/FUL). The application was approved.
3. This second application concerned the demolition of existing buildings and the erection of commercial units together with associated car parking, hardstanding and landscaping on land adjacent to Manor Farm, 126 Charlton Road, Shepperton (16/00430/FUL). The application was approved.
4. This third application related to the erection of a two storey building with second floor accommodation to provide 2 no. one bedroom flats and 7 no. two bedroom flats with associated parking and amenity space at Headline House, Stanwell Road, Ashford (17/00099/FUL). The application was approved.
5. This fourth application concerned the erection of an outbuilding situated in the rear garden of 104 Avondale Avenue, Staines-upon-Thames (17/00130/HOU). In accordance with the Council's public speaking procedures, Councillor Saliagopoulos spoke as ward member on this item. The application was overturned and refused planning permission.
6. The enforcement action related to the unauthorised siting and residential use of caravans and storage of trailers, vehicles and other possessions on land to the west of Sheep Walk, Shepperton (17/00006/UNDEV). It was agreed that the Council should apply for an injunction.

Councillor Richard Smith-Ainsley
Chairman of Planning Committee

27 April 2017

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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 meeting on 5 April.

Planning Committee – 5 April 2017

1. The April meeting dealt with two planning applications. There were two public speakers. The items considered by the Committee are set out below.
2. This first application related to the former London Irish Rugby training ground, The Avenue, Sunbury on Thames (16/01357/FUL). The application proposed the construction of 24 residential units, parking, landscaping and associated works replacing a row of 4 no. detached 5 bed dwellings which were granted planning permission in 2014 as part of the wider redevelopment of the whole site. In accordance with the Council's public speaking procedures, Councillor Friday spoke as ward member on this item. The application was overturned and refused.
3. The second planning application concerned the erection of a replacement pavilion building located within the Recreation Ground, Green Street, Sunbury-on-Thames and (16/02044/FUL). The application was approved.
4. The Planning Committee also agreed to an additional meeting of the Committee, to be held on 31 May 2017.

Councillor Richard Smith-Ainsley
Chairman of Planning Committee

27 April 2017

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