

## **Minutes of Cabinet**

**22 March 2017**

### **Present:**

Councillor A.C. Harman, Deputy Leader and Towards a Sustainable Future programme (in the chair)  
Councillor M.M. Attewell, Community Wellbeing  
Councillor A.J. Mitchell, Corporate Management  
Councillor H.R.D. Williams, Finance and Customer Service

### **Apologies:**

Councillor I.T.E. Harvey, Leader and Council Policy co-ordination  
Councillor C.B. Barnard, Planning and Economic Development  
Councillor N.J. Gething, Environment and Compliance  
Councillor J.M. Pinkerton OBE, Housing

### **Councillors in attendance:**

Councillor D. Saliagopoulos  
Councillor J.R. Sexton  
Councillor M.P.C. Francis

#### **2348 Minute's silence**

The Chairman invited all those present to join him in a minute's silence as a mark of respect for the families affected by the terrorist attack in London earlier that day.

#### **2349 Minutes**

The minutes of the Cabinet meeting held on 22 February 2017 were agreed as a correct record.

#### **2350 Disclosures of Interest**

There were none.

#### **2351 Children and Adults Safeguarding Policy - Key Decision**

Cabinet considered a report on Spelthorne's Safeguarding Children and Adults Policy and Procedure for 2017-2018.

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.

**Resolved to:**

1. approve the Safeguarding Children and Adults Policy and Procedure 2017-2018;
2. delegate authority to the portfolio holder to approve any minor amendments to the policy such as procedure changes and telephone numbers.

**Reason for decision**

It is statutory requirement for the Council to have a Safeguarding Policy.

**2352 Spelthorne Pay Award 2017-2018**

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

The report proposed an additional pay award of 1% to all scale points with effect from 1 April 2017, over and above to 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.

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

- To not approve the additional Spelthorne Pay Award.

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

**Reason for decision**

The pay award over and above the National Pay Award is made to help attract and retain staff and is comparative to other pay awards in the County.

**2353 Fixed Penalty Notices for Fly-Tipping**

Cabinet considered a report on the Issuing of Fixed Penalty Notices for Fly Tipping Offences. Fly-tipping was a significant problem to local communities, a drain on council resources and undermined legitimate waste businesses. The number of fly tipping incidents in Spelthorne has increased in recent years.

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

- Setting the Penalty Charge at a different level;
- Reduction for early payment.

**Resolved to:**

1. set the Penalty Charge for Unauthorised Deposit of Waste (Fixed Penalty Notices) at £400 (four hundred pounds) with no early payment discount.
2. delegate authority to the Group Head of Neighbourhood Services to issue fixed penalty notices under section 33(1)(a) of the Environmental

Protection Act 1990, to persons whom the officer has reason to believe have committed a small scale fly tipping offence.

**Reason for decision**

The implementation of a Fixed Penalty Charge of £400 for the Unauthorised Deposit of Waste (fly-tip) will contribute to the Council's commitment to a stronger approach to Enforcement.

**2354 The Food Hygiene Service Plan 2017-2018 and the Health and Safety Service Plan 2017-2018**

Cabinet considered a report on the proposed Food and Health and Safety service plans for 2017-18.

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

- Amend the proposed service plans;
- Non-adoption of the proposed service plans.

**Resolved** to adopt the proposed food and health and safety service plans for 2017-18.

**Reason for decision**

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

**2355 Appointment of Independent Remuneration Panel**

Cabinet considered a report on the appointment of a new Independent Remuneration Panel.

Councillor D. Saliagopoulos spoke on the item as Leader of the Ukip party.

1.1 **Resolved to recommend that Council approves** the appointment of Sir Ivan Lawrence, Colin Squire and George McLaughlin to the Independent Remuneration Panel.

**Reason for decision**

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.

**2356 Amendment to Representation on Outside Bodies 2016-2017**

Cabinet considered a report proposing changes to the representation on certain outside bodies where that appointment was relevant to the portfolio,

following the resignation of Councillor Saliagopoulos and Councillor Sexton from the Conservative Group in February 2017.

It was proposed that the following councillors be appointed as representatives on each of these bodies:

1. On-Street Parking Partnership - Cllr Barratt will replace Cllr Sexton
2. The Traffic Penalty Tribunal – Cllr Capes will replace Cllr Saliagopoulos

**Resolved** to agree the following changes of representation on outside bodies:

1. On-Street Parking Partnership - Cllr Barratt will replace Cllr Sexton
2. The Traffic Penalty Tribunal – Cllr Capes will replace Cllr Saliagopoulos

### **2357 Leader's announcements**

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

The Council has prosecuted a man who ran an illegal waste management company and dumped unsightly rubbish in Spelthorne and neighbouring boroughs. Guildford Crown Court heard that on various dates during 2015 Ryan Smith of Staines-upon-Thames removed waste for payment from residential properties but avoided disposal costs by fly-tipping the rubbish in Staines, Stanwell, Chertsey and Twickenham. Smith pleaded guilty to nine offences. He was sentenced to 10 months imprisonment, suspended for 2 years and was ordered to carry out 200 hours of unpaid community service. He was also ordered to pay £3,900 in compensation and £3,900 in costs.

Dozens of people attended a special event on 6 March aimed at keeping older people safe and secure. The event, hosted at the Greeno Centre and organised by the Community Safety team, included presentations on rogue traders, computer safety and a talk by a pharmacist.

Team Spelthorne is looking for young people aged 7-16 to participate in the annual Specsavers Surrey Youth Games, the largest annual youth festival. Fifteen sports are on offer this year including hockey, cricket, judo, football, lacrosse, table tennis and boccia. In the lead up to the competition weekend there are free weekly coaching sessions which start in April. Participants will then be selected from the coaching sessions to represent Team Spelthorne at the Games on Saturday 17 and Sunday 18 June at Surrey Sports Park in Guildford.

Sixty people attended the first 'Xplorer' orienteering event on 15 February. Using a simple map, families explored Orchard Meadow, the Walled Garden and Sunbury Park to find a number of markers located around the route. The next events are being held on 6 April in Ashford and 12 April in Sunbury-on-Thames.

The spring edition of the Bulletin is being delivered from 18 March and includes articles about changes to recycling collections, Kempton Park and the Spelthorne Rent Assure scheme.

The Homesafe initiative which is a joint scheme between Spelthorne, Elmbridge and Runnymede Councils aimed at helping vulnerable clients to be discharged from hospital, has just received funding from Surrey County Council for a further 150 referrals. The Homesafe package includes an emergency keysafe to enable Independent Living staff and district nurses to access the person's home, a welfare telephone call, provision of meals on wheels and an emergency personal alarm. Spelthorne has had the highest number of referrals to date, receiving 23 over a six month period during 2016. Spelthorne staff have participated in joint training of hospital staff and others and in the provision of information boards which are displayed at St Peter's hospital and the Woking Bedser hub centre.

Cllr Chris Frazer has announced that he is standing down from his position as ward councillor for Ashford East. A by-election will be held in the Ashford East ward alongside the Surrey County Council Elections on Thursday 4 May. More details on the candidates will be available on the Council's website in due course.

A new outdoor gym has been installed at Hengrove Park in Ashford.

Cllr Ian Harvey has responded to Surrey County Council's announcement that the planned fire station in Ashford will not be staffed by two full-time crews. He expressed his disappointment at the news and urged Surrey County Council to reconsider its decision as a matter of urgency.

The bi-annual Spelthorne Youth Awards event was held at Shepperton Studios on Wednesday 13 March. The achievements and talents of 33 young local people were recognised with certificates and ten 'star award' winners also received a trophy and £50 in cash.

Cllr Griffiths has used £400 of her Better Neighbourhood Grant towards the Community Lunch Scheme at St Saviour's Church in Sunbury which offers a free meal and brings local people together. The money will help the Church purchase extra crockery, disposables and cooking equipment to allow the group to every meet weekly rather than bi-weekly.

**2358 Urgent items**

There were none.

**2359 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.

**2360 Exempt Report - Development in the Borough (Churchill Hall) - Key Decision**

Cabinet considered a report on the redevelopment of Churchill Hall.

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

- Redevelopment for residential (private rented);
- Refurbishment for residential purposes;
- Re-let for community use.

**Resolved to:**

1. agree the demolition of the existing building and redevelopment of the site for residential development;
2. agree the proposed capital provision of £0.7m for the redevelopment of the site (including contingencies) over the period March 2017 – 2019;
3. give delegated authority to the Group Head of Regeneration and Growth (in consultation with the Leader as Cabinet Member for Strategic Assets) to agree the actual spend of the budget and to deal with any minor variations (with the agreement of the Deputy Chief Executive responsible for Finance as required);
4. give delegated authority to the Group Head of Regeneration and Growth (in consultation with the Leader as Cabinet Member for Strategic Assets) 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.

**Reason for decision**

This is a cross cutting development which will help the Council deliver on three of its key priorities:

1. Housing (developing an existing site for housing);
2. Financial sustainability (use existing assets to obtain ongoing, sustainable revenue streams and capital appreciation);
3. Economic Development (using assets to stimulate the local economy).

**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 31 March 2017.***