

MINUTES OF THE CABINET

19 JANUARY 2010

PRESENT:

Councillor J.D. Packman (Leader of the Council, Chairman of the Cabinet and Cabinet Member - Leader of the Council);
Councillor R.A. Smith-Ainsley (Deputy Leader of the Council, Vice-Chairman of the Cabinet and Cabinet Member for Planning and Housing);
Councillor F. Ayers (Cabinet Member for Community Safety);
Councillor S. Bhadye (Cabinet Member for Independent Living);
Councillor G.E. Forsbrey (Cabinet Member for Environment);
Councillor Mrs. D.L. Grant (Cabinet Member for Young People and Culture);
Councillor A.P. Hirst (Cabinet Member for Communications); and
Councillor Mrs. V.J. Leighton (Cabinet Member for Finance and Resources).

Apologies: Councillor C.A. Davis.

1554. MINUTES

The Minutes of the Meeting held on 8 December 2009 were confirmed as correct record.

1555. RECOMMENDATIONS FROM THE AUDIT COMMITTEE HELD ON 14 DECEMBER 2009 – CORPORATE RISK MANAGEMENT

The Cabinet considered a report on the recommendations from the Audit Committee held on 14 December 2009 relating to Corporate Risk Management.

RESOLVED:

1. To endorse the recommendations from the Audit Committee of 14 December 2009.
2. To adopt the Corporate Risk Register appended to the Chief Finance Officer's report on Corporate Risk Management to the Audit Committee of 14 December 2009 [see also Minute 1556 below].

1556. CORPORATE RISK MANAGEMENT

The Cabinet considered a report on Corporate Risk Management.

The options considered were in the main body of the report.

RESOLVED approve the Corporate Risk Register appended to the Chief Finance Officer's report on Corporate Risk Management [see also Minute 1555 above].

1557. REVISED STREET TRADING POLICY – DRAFT POLICY FOR CONSULTATION

The Cabinet considered a report on the Revised Street Trading Policy – Draft Policy for Consultation. The report was seeking Members' approval to consult on Spelthorne's revised draft Street Trading Policy. This Policy would provide a clear framework to control street

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trading activities within the Borough to ensure the health and safety of its residents and road users.

The options considered were in the main body of the report.

RESOLVED:

1. To approve the revised draft Street Trading Policy for consultation, in accordance with the timetable specified in the report of the Assistant Chief Executive.
2. To note that, subject to the consultation responses, it is proposed to recommend to the full Council on 29 April 2010 that the Scheme of Delegation in the Council's Constitution be amended so that any new applications for Street Trading Permits will be formally approved by the Head of Environmental Health and Building Control Services, in conjunction with Spelthorne's Cabinet Member for Community Safety.

1558. EVENTS PROGRAMME

The Cabinet considered a report proposing the outline Events Programme for 2010.

The options considered were in the main body of the report.

RESOLVED to:

1. Agree the main Events Programme for 2010, as follows:-
 - a. Youth Awards (delivered by the Youth Council, with support and guidance from Leisure Services) - £3,000.
 - b. 10K Road Race (Leisure Services provide support to Runnymede Runners and Staines Strollers clubs).
 - c. Summer youth events (Urban Jamming) - £3,100, co-ordinated by Leisure Services.
 - d. Sports Awards (Surrey Youth Games and Spelthorne Sports Council) - £1000, co-ordinated by Leisure Services.
 - e. National Play Day - £1,200, co-ordinated by Leisure Services.
 - f. Santa Sprint- £1,000, co-ordinated by Leisure Services.
2. Agree for the Leisure Services Department to support local community / voluntary groups to enable them to deliver community events, such as choirs/bands in parks.
 - a. Community Events - £1,500.

1559. PLAYING PITCH STRATEGY UPDATE – KEY DECISION

The Cabinet considered a report on the Playing Pitch Strategy update. The report updated Members on the progress of the Playing Pitch Strategy Action Plan.

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The options considered were in the main body of the report.

RESOLVED to continue to support the ongoing actions resulting from the Playing Pitch Strategy and the Action Plan.

1560. SPELRIDE AND PARTNERSHIP WITH ELMBRIDGE BOROUGH COUNCIL – KEY DECISION

The Cabinet considered a report on Spelride and Partnership with Elmbridge Borough Council. The report detailed a proposal for the administration of the Spelride Service to be undertaken in future in partnership with the Elmbridge Borough Council's Community Transport Service.

The options considered were in the main body of the report.

RESOLVED to endorse the proposed plan for Spelthorne Borough Council to partner with Elmbridge Borough Council in administering the Spelride Service.

1561. CEMETERIES CHARGING REVIEW

The Cabinet considered a report on the Cemeteries Charging Review seeking approval for an across the board rise in charges for Cemetery Services. This rise in charges would bring Spelthorne's Cemetery Services costs in line with other local authorities.

The options considered were in the main body of the report.

RESOLVED to agree:

1. That an immediate rise in Cemetery Charges be approved in line with the figures in (Appendix 1 to the report of the Deputy Chief Executive), with effect from 1 February 2010.
2. That a full review be carried out to consider raising charges for Cemetery Services in order to bridge the gap between expenditure and income and in time for further increasing charges for the financial year 2011/2012.

1562. THE CABINET FORWARD PLAN

RESOLVED:

1. To note the latest version of the Council's Cabinet Forward Plan for the period from 1st December 2009 to 30th November 2010.
2. That the Cabinet Forward Plan be updated to include reports on (a) Surrey Eco Park, Charlton Lane – Progress Report and (b) Playing Pitch Strategy Update for submission to the Cabinet Meeting on 1 June 2010.

1563. EXCLUSION OF PRESS AND PUBLIC

RESOLVED that under Section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following items of business on the grounds that

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they involve the likely disclosure of exempt information as defined in the paragraph of Part 1 of Schedule 12A of the Act indicated below.

1564. REVIEW OF PARKING SERVICES

[Paragraph 1 – Information relating to any individual]

The Cabinet considered an exempt report on a Review of Parking Services. The report examined options for different ways of providing the Parking Services function in the future, with the aim of ensuring that best value for money was obtained by the Council.

The options considered were in the main body of the report.

RESOLVED to waive Contract Standing Orders and to invite proposals for the provision of Parking Services from just two providers, NSL and Vinci.

1565. LALEHAM PARK CAMPSITE LEASE

[Paragraph 3 – Information relating to the financial or business affairs of any particular person [including the authority holding that information.]]

The Cabinet considered an exempt report on the Laleham Park Campsite Lease, seeking agreement for the introduction of a lease agreement and stepped rental arrangements with the Laleham Camping Club.

The options considered were in the main body of the report.

RESOLVED to authorise the Officers to proceed with the lease and rental charges recommended under paragraph 3.1 of the report of the Assistant Chief Executive.

1566. WRITE-OFFS

[Paragraph 1 – Information relating to any individual]

The Cabinet considered an exempt report recommending the write-off of non-recoverable income from penalty charge notices issued by the Council.

The options considered were in the main body of the report.

RESOLVED to approve the write off, in all cases listed in the report of the Assistant Chief Executive, of non-recoverable income from penalty charge notices totalling £14,535.

NOTES:-

- (1) Members of the Improvement and Development and Performance Management and Review Committees are reminded that under Overview and Scrutiny Procedure Rule 16.2 in the Council's Constitution, 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 Improvement and Development and Performance Management and Review Committees are entitled to call in decisions taken by the Cabinet for***

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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 either the Improvement and Development or the Performance Management and Review Committee are able to "call in" a decision which falls within the functions of their own particular Committee;***
- (4) *To avoid delay in considering an item "called in", an extraordinary meeting of the relevant 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 an 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 their 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 Improvement and Development and Performance Management and Review Committees in relation to the above decisions by the Cabinet is the close of business on TUESDAY – 26 JANUARY 2010.***