

MINUTES OF THE CABINET

20 JANUARY 2011

PRESENT:

Councillor J.D. Packman (Leader of the Council and Chairman of the Cabinet);
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 C.A. Davis (Cabinet Member for Economic Development);
Councillor G.E. Forsbrey (Cabinet Member for Environment);
Councillor Mrs D.L. Grant (Cabinet Member for Young People and Culture);
Councillor Mrs. V.J. Leighton (Cabinet Member for Finance and Resources) and
Councillor Mrs J.M. Pinkerton (Cabinet Member for Communications)

1664. MINUTES

The Minutes of the Meeting held on 23 November 2010 were confirmed as a correct record.

1665. MINUTES OF THE SPELTHORNE YOUTH COUNCIL MEETINGS – 18 NOVEMBER AND 14 DECEMBER 2010

The Cabinet discussed the Minutes of the Spelthorne Youth Council meetings held on 18 November and 14 December 2010.

RESOLVED to note the Minutes of the Spelthorne Youth Council meetings held on 18 November and 14 December 2010.

1666. RECOMMENDATION OF THE AUDIT COMMITTEE ON CORPORATE RISK MANAGEMENT

The Cabinet considered the recommendation of the Audit Committee held on 9 December 2010, relating to Corporate Risk Management.

RESOLVED that Cabinet approves the Corporate Risk Register as submitted.

1667. *TREASURY MANAGEMENT STRATEGY STATEMENT AND ANNUAL INVESTMENT STRATEGY 2011/2012 – KEY DECISION

The Cabinet considered a report updating the current treasury position, reviewing the Annual Investment Strategy and setting the Prudential Indicators for 2011/12 to 2013/14.

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

The Cabinet thanked the Chief Finance Officer, Terry Collier, and his team for their prudence in difficult economic times.

RESOLVED TO RECOMMEND that Council approves the Treasury Management Strategy and Annual Investment Strategy for 2011/12 and the Prudential Indicators for 2011/12, as set out in the report of the Chief Finance Officer.

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1668. *OUTLINE BUDGET – KEY DECISION

The Cabinet considered a report on an Outline Budget covering the next four years, the first year forming the framework for the detailed Budget for the next financial year.

Members were advised specifically that their recommending to the Council the approval of the Outline Budget would set a maximum expenditure level for 2011-2012 and would also recommend a guideline Council Tax increase.

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

The Cabinet again expressed their grateful thanks to the Chief Finance Officer, Terry Collier, and his team for their work in producing this report in spite of the late receipt of the government's Comprehensive Spending Review.

RESOLVED TO RECOMMEND that Council approves:

1. That the net budgeted expenditure (before investment income and use of reserves) for 2011/2012 be set at a maximum level of £11.831m;
2. That, in order to reach this level, the Management Team identifies a package of options by which the budget can be balanced both in 2011-12 and 2012-13 and over the next three years of the outline period;
3. That for the purposes of the Outline Budget an annual increase of 0% has been assumed for pay and council tax increases for 2011-12;
4. That the Council's use of reserves policy be reviewed with the aim of the Council seeking to take account of the impact of the economic downturn and the reduced potential for capital receipts and the need to maintain a capital programme whilst continuing to maximise the level of its reserves and
5. That an agreed total reserves target minimum level (as measured on 31 March each year) be set at a level of £12m for 31/3/12.

1669. CAPITAL PROGRAMME – KEY DECISION

The Cabinet considered a report on the proposed Capital Programme for 2011/12 to 2014/15 in the light of the available resources and corporate priorities. The report covered progress on current schemes and included future schemes for consideration.

It also considered information on the availability of resources to continue moving forward with the proposed schemes.

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

RESOLVED that Cabinet approves the Capital Programme for 2011/12 to 2014/15 and the Prudential Indicators for 2011/12 to 2014/15.

1670. STOCK CONDITION SURVEY – KEY DECISION

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The Cabinet considered a report on the outcome of the Stock Condition Survey carried out on the Council's land and property assets and establishing a budget for the next 5 years for planned preventive maintenance in partnership with Runnymede Council.

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

RESOLVED that Cabinet agrees the funding for planned preventative maintenance for 2011-12 to 2015-16 totalling £1,212,000 over the next 5 years 2011-2016 split between revenue (£970,000) and capital (£242,000).

1671. CEMETERIES UPDATE – KEY DECISION

The Cabinet considered a report on future capacity issues within all 4 of the Borough's cemeteries and possible areas for increased availability of cemetery services.

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

RESOLVED that Cabinet agrees:

1. To implement increased charges with effect from January 2011 as indicated in the table at paragraph 3.6 of the Report of the Deputy Chief Executive and
2. To obtain further information in relation to the provision of a Woodland Burial site.

1672. COMMUNITY LINK ACCOMMODATION

The Cabinet considered a report on recommendations for relocating Community Link organisations.

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

RESOLVED that Cabinet agrees:

1. To relocate Community Link organisations as set out in paragraph 4.3 of the Joint Report of the Assistant Chief Executives.
2. To cover the cost of service charges through charging those organisations relocated within Knowle Green.

1673. POLLING STATIONS REVIEW

The Cabinet considered a report on a review of the allocation of polling stations, in particular use of the station situated at the Tesco store car park in Sunbury on Thames.

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

RESOLVED that Cabinet agrees that Charlton Village Hall be designated as the Polling Station for Electors in Polling District LSG4, within the Laleham and Shepperton Green Ward.

1674. *DRAFT CALENDAR OF MEETINGS 2011-12

The Cabinet considered a report on a draft Calendar of Meetings for 2011/12 covering the period 1 June 2011 to 24 May 2012.

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RESOLVED TO RECOMMEND Council the draft Calendar of Meetings for the period 1 June 2011 to 24 May 2012, attached at Appendix A to the Report of the Deputy Chief Executive.

1675. WRITE OFFS

The Cabinet considered a report seeking approval to write debts off over the delegated amount contained in the standing orders.

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

RESOLVED that Cabinet agrees the write off in all cases listed in Appendix 1 of the Report of the Chief Finance Officer.

1676. EXEMPT BUSINESS

RESOLVED that under Section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in the paragraph, of Part 1 of Schedule 12A of the Act, indicated below.

1677. EXEMPT REPORT – CONTRACT FOR CASH IN TRANSIT

[Paragraph 3 – Information relating to the financial and business affairs of any particular person (including the Authority)]

Cabinet considered a report proposing the Council join the new Surrey wide framework contract for cash in transit services.

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

RESOLVED that Cabinet agrees to the Council signing up to the new Surrey framework contract for cash in transit with effect from 1st April 2011.

1678. EXEMPT REPORT – PARTNERSHIP WITH TANDRIDGE HR AND PAYROLL PROVISION

[Paragraph 3 – Information relating to the financial and business affairs of any particular person (including the Authority)]

Cabinet considered a report on a proposal to partner with Tandridge District Council for a replacement Human Resources and Payroll system to improve resilience and produce savings.

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

RESOLVED that Cabinet agrees

1. That Spelthorne work in partnership with Tandridge District Council for the provision of a replacement Human Resources and Payroll system;
2. To authorise the Officers to proceed with option 1 in the Report of the Assistant Chief Executive and
3. To authorise the Head of Corporate Governance to agree and finalise the necessary agreement(s) with Tandridge as appropriate.

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NOTES:-

- (1) *Members of the Overview and Scrutiny Committee are reminded that under Overview and Scrutiny Procedure Rule, 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 26 January 2011.*