

## **Minutes of Cabinet**

**26 March 2013**

### **Present:**

Councillor R.L. Watts, Leader of the Council, Chairman of the Cabinet and Cabinet Member for Strategy and Corporate Governance  
Councillor P. Forbes-Forsyth, Deputy Leader and Cabinet Member for Community Safety, Young People, Leisure and Culture  
Councillor T.J.M. Evans, Cabinet Member for Finance  
Councillor N. Gething, Cabinet Member for Economic Development and Fixed Assets  
Councillor V.J. Leighton, Cabinet Member for Corporate Development  
Councillor T. Mitchell, Cabinet Member for Environment  
Councillor S. Webb, Cabinet Member for Planning and Housing

### **Apologies:**

Councillor J.M. Pinkerton, Cabinet Member for Health, Wellbeing and Independent Living  
Councillor J. Sexton, Cabinet Member for Communications, ICT and Procurement

### **In attendance:**

Councillors F. Ayers, C.A. Bannister and G. Forsbrey

### **1908. Minutes**

The minutes of the meeting held on 12 February 2013 were agreed as a correct record.

It was noted that the following Councillors were in attendance:

Councillors F. Ayers, C.A. Bannister, M. Bushnell, D.L. Grant, A. Patterson and M.W. Rough.

### **1909. Disclosures of Interest**

There were none.

### **1910. Annual Grants 2013-14**

Cabinet considered a report on the support given to voluntary and charitable organisations and the proposed annual grant awards for 2013-14.

**RESOLVED** that Cabinet:

1. Agrees that any residual better neighbourhood grants that are not spent by 28 February 2014 be distributed by the Leader of the Council to other worthy causes.
2. Notes all other support to the voluntary and charity sector.
3. Notes and supports the recommendation from Overview and Scrutiny Committee to promote the involvement of elected members in the various charities that the Council funds.
4. Agrees the grants awards for 2013-14 as follows:
  - Crest (Cancer care and support) £5,000
  - Crossroads (Respite care) £3,000
  - Cruise Bereavement Care £1,000

• Daybreak Respite care	£2,000
• Relate	£3,000
• SCAN	£1,000
• Shepperton Village Fair	£1,440
• Spelthorne Mental Health Association	£5,000
• Staines upon Thames day	£1,000
• Sunbury Amateur Regatta	£1,440
• Mediation North Surrey	<u>£500</u>
	£24,380

**Reason for the decision:**

Cabinet noted the vital role played by voluntary and charitable organisations in the life of the Spelthorne community.

**1911. \*Search Moves Common Housing Allocation Policy – Key Decision**

Cabinet considered a report on the need to have a housing allocation policy which shows how the Council will prioritise applications for social housing.

**RESOLVED TO RECOMMEND** that Council:

1. Approves the proposed Search Moves Common Allocation Policy.
2. Authorises the portfolio holder to approve any minor amendments to the policy in the context of any changes to legislation and the changing needs of the community.

**Reason for the decision:**

The Council is required, under parts 6 and 7 of the Housing Act 1996, as amended by the Homelessness Act 2002, to have in place a housing allocation policy.

Under the Localism Act 2011, Councils were given the opportunity to change their housing allocation policy to reflect local need and ensure that applicants who have a strong local connection are given priority.

Cabinet chose to recommend this option to Council.

**1912. War Widows Pension and War Disablement Pension Housing Benefit Modified Local Scheme**

Cabinet considered a report on the local scheme in which all income received from war widows and war disablement pensions is disregarded from the benefit assessment.

**RESOLVED** that Cabinet:

Agrees to continue to fund the localised housing benefit scheme which increases benefit payments to war widows and claimants who have suffered from any war disablement, until March 2017 when the housing benefit scheme is due to come to an end.

**Reason for the decision:**

Cabinet noted that this scheme has operated for several years but affects only 10 households and helps to maximise their overall income.

**1913. Spelthorne Pay Award for 2013-14**

Cabinet considered a report on a potential pay award for 2013-14 and received a letter at the meeting from UNISON responding to the contents of the report.

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

**RESOLVED** that Cabinet agrees to:

1. Support a pay award for staff in 2013-14, but
2. Wait until details of the national pay settlement are known before confirming the details of the local pay award.
3. Have further discussions with UNISON in the light of their letter received at this meeting.

**Reason for the decision:**

Cabinet noted that it would be premature to make a local pay award before details of any national award are known.

#### **1914. Capital Monitoring Report 2012-13**

Cabinet considered a report giving spend figures on the capital programme for the period April 2012 to February 2013.

**RESOLVED** that Cabinet:

1. Notes the current spend position.
2. Agrees the removal of £27,600 from the capital programme for the Human Resources and Payroll system project, as it is no longer required.

#### **1915. Net Revenue Monitoring and Projected Outturns 2012-13**

Cabinet considered a report on the net revenue spend figures as at 28 February 2013.

**RESOLVED** that Cabinet notes the current spend position.

#### **1916. Issues for Future Meetings**

There were none.

#### **1917. Urgent Items**

There were none.

#### **1918. 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.

#### **1919. Exempt report – Customer Services Revenues Write-offs (Paragraph 1 – Information relating to the financial or business affairs of any particular person, including the authority holding the information).**

Cabinet considered an exempt report on a proposal to write off some bad debts where recovery was no longer possible.

**RESOLVED** that Cabinet agrees to the write-off of the bad debts listed in the report of the Chief Finance Officer.

**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 3 April 2013**