

MINUTES OF THE CABINET

8 JUNE 2010

PRESENT:

Councillor J.D. Packman (Chairman, Cabinet Member and 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 G.E. Forsbrey (Cabinet Member for Environment);
Councillor Mrs. V.J. Leighton (Cabinet Member for Finance and Resources) and
Councillor Mrs J.M. Pinkerton (Cabinet Member for Communications); and

Apologies: Councillors S. Bhadye (Cabinet Member for Independent Living), C.A. Davis (Cabinet Member for Economic Development) and Mrs D.L. Grant (Cabinet Member for Young People and Culture)

1599. MINUTES

The Minutes of the Meeting held on 30 March and of the Special Meeting held on 29 April 2010 were confirmed as a correct record.

1600. MINUTES OF THE SPELTHORNE YOUTH COUNCIL MEETING HELD ON 22 APRIL 2010

The Cabinet discussed the Minutes of the Spelthorne Youth Council meeting held on 22 April 2010.

RESOLVED to note the Minutes of the Spelthorne Youth Council meeting held on 22 April 2010.

1601. MINUTES OF THE MEMBERS DEVELOPMENT STEERING GROUP – 29 MARCH 2010

The Cabinet received the Minutes of the Members Development Steering Group dated 29 March 2010.

RESOLVED that the Minutes of the Members Development Steering Group dated 29 March 2010 be noted.

1602. RECOMMENDATION FROM COMMITTEES

(1) Improvement and Development Committee – 24 March 2010

The Cabinet received a recommendation from the Improvement and Development Committee Meeting held on 24 March 2010, on an option appraisal on the provision of Asset Management Services at Spelthorne.

RESOLVED to note the recommendation from the Improvement and Development Committee as follows: - that the decision of the Leader of the Council, Councillor John Packman, the Cabinet Member for Assets, Councillor Frank Ayers and the Chief Executive,

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Roberto Tambini to proceed with a partnering agreement with Runnymede Council be confirmed.

(2) Licensing Committee - 12 May 2010

The Cabinet received a recommendation from the Licensing Committee held on 12 May 2010 on the revision to the Hackney Carriage and Private Hire Vehicle Licence Requirements Policy.

RESOLVED to note and agree the recommendation from the Licensing Committee as follows: - to approve consultation with the hackney carriage and private hire trades on the removal of the existing 50% discount for vehicles fitted with swivel seats, from the Hackney Carriage and Private Hire Vehicles Requirements Policy.

1603. TREASURY MANAGEMENT ANNUAL REPORT 2009/2010

The Cabinet considered the Treasury Management Annual Report 2009-2010.

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

RESOLVED that the Treasury Management Annual Report 2009/2010 be noted.

1604. CAR PARK FEES AND CHARGES 2010/2011

The Cabinet considered a report proposing changes to waiting times following an approach from SLM to see if the Parking Service could enforce parking restrictions in the leisure centre car park, following a significant increase in all day parking which restricted space for valid leisure centre users.

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

RESOLVED:-

- 1) that the changes to waiting times from 2 to 3 hours be approved
- 2) that the timescale for the increase of a penalty charge notice be changed by 50% from 42 days to 56.
- 3) that the Head of Corporate Governance be authorised to publish the required notices to consult on, and if necessary, make alterations to the off-street car parking order.

1605. ST MARTIN'S COURT HALL

The Cabinet considered a report on the re-letting of St Martin's Court Hall, subject to market testing.

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

RESOLVED that Campsies be authorised to proceed with advertising the letting of St. Martin's Court Hall with a further report on the outcome of this exercise being presented to Cabinet in September.

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1606. PROPOSED HACKNEY CARRIAGE AND PRIVATE HIRE LICENCE FEES

The Cabinet considered objections in the form of a letter from a Private Hire driver and petition signed by 16 Hackney Carriage drivers, following consultation on proposals to increase Licence fees.

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

RESOLVED that Cabinet approves the proposed set of fees for Hackney Carriage and Private Hire licences as set out in Appendix A to the report of the Assistant Chief Executive dated 8 June 2010.

1607. CHANGES TO HOUSING BENEFIT BED AND BREAKFAST RATES

The Cabinet considered a report to align the charges for Housing Benefit bed and breakfast rates in accordance with relevant circulars and guidance following alterations to the way Housing Benefit could be paid for households placed in bed and breakfast accommodation by the Department of Work and Pensions.

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

RESOLVED that Cabinet agrees the Housing Benefit rates as set out in Appendix 1 of the report of the Assistant Chief Executive, dated 8 June 2010, for bed and breakfast accommodation.

1608. FEEDBACK FROM INVESTORS IN PEOPLE [IIP] ASSESSMENT

The Cabinet considered a report on Spelthorne's successful reaccreditation as an Investor in People, meeting the nationally recognised good practice standards.

RESOLVED that Cabinet notes Spelthorne's re-accreditation as an Investor in People for a further 3 year period to March 2013.

1609. IMPLEMENTATION OF THE TREVOR ROBERTS ASSOCIATES REVIEW OF THE PLANNING DEPARTMENT

The Cabinet considered an update report on the main recommendations of the TRA review of planning services, and explaining what key decisions needed to be made.

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

RESOLVED:-

1. that Cabinet notes the TRA review, recommendations and key actions.
2. that Cabinet agrees that MAT and a Leader's Monitoring Group oversee monitoring and ensure the effective delivery of the Action Plans arising from the review, and report back to Cabinet (initially on a quarterly basis).

1610. APPOINTMENTS TO OUTSIDE BODIES, THE SCC LOCAL COMMITTEE AND SBC WORKING GROUPS FOR 2010-2011 AND NOMINATIONS TO THE SLGA AND SLGA OUTSIDE BODIES

The Cabinet considered a report on Appointments to Outside Bodies, the Surrey County Council [SCC] Local Committee in Spelthorne and the SBC Working Groups for 2010-2011 and Nominations to the Surrey Local Government Association [SLGA] and its Outside

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Bodies.

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

RESOLVED to appoint representatives to the Outside Bodies, the SCC Local Committee in Spelthorne and the SBC Working Groups for 2010-2011 and to nominate representatives for appointment to the Surrey Local Government Association [SLGA] and its Outside Bodies as follows:-

Outside Bodies for 2010/2011

1. AIRTRACK JOINT MEMBER WORKING GROUP
(2 representatives)

Councillors Miss M.M. Bain and G.E. Forsbrey.

2. COLNE VALLEY PARK STANDING CONFERENCE
(2 representatives)

Councillors D.L. McShane and M.T. Royer.

3. HEATHROW AIRPORT CONSULTATIVE COMMITTEE [HACC]
(2 representatives, plus 2 deputies)

Councillors Mrs. D.L. Grant and G.F. Trussler.

Deputies: Councillors G.E. Forsbrey and Jack Pinkerton.

4. HEATHROW AIRPORT FOCUS FORUM
(2 representatives)

Councillors K. E. Flurry and Mrs. M.W. Rough.

5. JOINT COMMITTEE FOR THE OVERSIGHT OF DELIVERY OF SURREY PUBLIC
AUTHORITY SERVICES
(1 representative)

Councillor J.D. Packman.

6. LOCAL AUTHORITIES AIRCRAFT NOISE COUNCIL [LAANC]
(2 representatives)

Councillors Mrs. D.L. Grant and G.F. Trussler.

7. MANAGEMENT BOARD OF A2DOMINION SOUTH HOUSING ASSOCIATION
(1 representative)

Councillor Mrs. M.W. Rough.

8. MANAGEMENT COMMITTEE OF MEDIATION NORTH SURREY

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(1 representative)

Councillor Miss M.M. Bain.

9. M25 CONSORTIUM
(2 representatives)

Councillors Jack Pinkerton and H.A. Thomson.

10. ON STREET PARKING PARTNERSHIP
(2 representatives)

Councillors G.E. Forsbrey and Mrs. I. Napper.

11. RIVER THAMES ALLIANCE
(1 representative)

Councillor Mrs. V.J. Leighton.

12. SHEPPERTON RED CROSS BUILDING MANAGEMENT COMMITTEE STEERING
GROUP
(1 representative)

Councillor Mrs. V.J. Leighton.

13. SOUTH EAST EMPLOYERS [SEE]
(1 representative, plus 1 deputy)

Councillor R.A. Smith-Ainsley.

Deputy: Councillor S. Bhadye.

14. SPELTHORNE BUSINESS FORUM
(4 representatives, plus 2 deputies)

Councillors C.A. Davis, G.E. Forsbrey, Mrs. V.J. Leighton and J.D. Packman.

Deputies: Councillors A.P. Hirst and H.R. Jaffer.

15. SPELTHORNE CHAMBER OF COMMERCE
(2 representatives, plus 2 deputies)

Councillors Miss M.M. Bain and S.E.W. Budd.

Deputies: Councillors F.Ayers and H.R. Jaffer.

16. SPELTHORNE LEISURE CENTRE – CUSTOMER FORUM
(1 representative)

Councillor Mrs D.L. Grant.

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17. SPELTHORNE MENTAL HEALTH ASSOCIATION MANAGEMENT COMMITTEE - TRUSTEE
(1 representative)

Councillor Ms. N.A. Hyams.

18. SPELTHORNE RIVERSIDE PROJECT JOINT TASK GROUP
(4 representatives)

Councillors Miss M.M. Bain, G.E. Forsbrey, Mrs. V.J. Leighton and Mrs. I. Napper.

19. SPELTHORNE SAFER, STRONGER PARTNERSHIP BOARD
(1 representative)

Councillor F. Ayers.

20. SPELTHORNE TWINNING SCHEME
(The Mayor, plus 2 representatives)

The Mayor, Councillor E. O'Hara , the Leader of the Council, Councillor J.D. Packman and Councillor M.L. Bouquet.

21. STAINES TOWN CENTRE PARTNERSHIP BOARD
(1 representative)

Councillor S.E.W. Budd.

22. STRATEGIC AVIATION SPECIAL INTEREST GROUP (LOCAL GOVERNMENT ASSOCIATION)
(1 representative, plus 1 deputy)

Councillor Jack Pinkerton.

Deputy: Councillor C.A. Davis.

23. SUNBURY LEISURE CENTRE – CUSTOMER FORUM
(1 representative)

Councillor Mrs. D.L. Grant.

24. SUNBURY LEISURE CENTRE JOINT LIAISON GROUP
(2 representatives)

Councillors M.L. Bouquet and Mrs. D.L. Grant.

25. SURREY JOINT WASTE STRATEGY CONSULTATIVE BOARD
(1 representative)

Councillor G.E. Forsbrey.

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26. SURREY MUSEUMS CONSULTATIVE COMMITTEE
(1 representative, plus 1 deputy)

Councillor Mrs. M.W. Rough.

Deputy: Councillor H.R. Jaffer.

27. SURREY TRAVELLER COMMUNITY RELATIONS FORUM
(1 representative)

Councillor R.W. Sider.

28. THE TRAFFIC PENALTY TRIBUNAL
(1 representative, plus 1 deputy)

Councillor G.E. Forsbrey.

Deputy: Councillor C.A. Davis.

29. VOLUNTARY ACTION IN SPELTHORNE [VAIS]
(1 representative)

Councillor G.E. Trussler.

Appointment of Representatives to Serve on the Surrey County Council [SCC] Local Committee and Working Groups for 2010/2011

30. SURREY COUNTY COUNCIL LOCAL COMMITTEE IN SPELTHORNE
(7 representatives and 7 deputies)

Councillors: J.D. Packman (Lead Member), R.A. Smith-Ainsley (Deputy Lead Member), G.E. Forsbrey, Mrs. D.L. Grant, Jack D. Pinkerton, R.W. Sider and G.F. Trussler

Deputies: Councillors F. Ayers, M.L. Bouquet, C.A. Davis, H.R. Jaffer, Mrs. V.J. Leighton, Mrs. I. Napper and M.T. Royer.

SBC Working Groups

31. LOCAL DEVELOPMENT FRAMEWORK [LDF] WORKING PARTY
(7 representatives)

Councillors: J.D. Packman, G.E. Forsbrey [Cabinet Member for Environment], Mrs. V.J. Leighton [Cabinet Member for Finance and Resources], A.P. Hirst and H.R. Jaffer Two Overview and Scrutiny Committee representatives], H.A. Thomson [Planning Committee representative] and L.E. Nichols [Liberal Democrat representative]

32. MEMBERS' DEVELOPMENT STEERING GROUP
(7 representatives)

Councillors Miss M.M. Bain, Mrs S.A. Dunn, Ms. N.A. Hyams, Mrs. V.J. Leighton, Mrs J.M. Pinkerton and Mrs. M.W. Rough.

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Surrey Local Government Association [SLGA] Annual Appointments for 2010-2011:

33. SURREY LOCAL GOVERNMENT ASSOCIATION [SLGA]

One Member, plus one substitute Member to be appointed.

Councillor J.D. Packman (Leader of the Council)

Substitute Councillor R.A. Smith-Ainsley (Deputy Leader)

34. SURREY WASTE PARTNERSHIP

One Member to be appointed.

Councillor G.E. Forsbrey (Cabinet Member for the Environment)

35. SURREY CLIMATE CHANGE PARTNERSHIP MEMBER GROUP

One Member to be appointed.

Councillor G.E. Forsbrey (Cabinet Member for the Environment)

Nomination of a Representative to the SLGA Outside Bodies for 2010-2011 - Three Year Appointment:

36. SURREY HISTORIC BUILDINGS TRUST

One Member appointment available.

Councillor M.T. Royer

1611. DRAFT CALENDAR OF MEETINGS JANUARY TO MAY 2011

The Cabinet considered a draft Calendar of Meetings for the period 1 January to 31 May 2011.

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

RESOLVED that Cabinet approves the draft Calendar of Meetings for the period 1 January to 31 May 2011, as set out in Appendix A to the report of the Deputy Chief Executive dated 8 June 2010.

1612. PETITIONS SCHEME*

The Cabinet considered a report on the adoption and implementation of a Petitions Scheme and an electronic petitions facility, as required under the Local Democracy, Economic Development and Construction Act 2009.

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

RESOLVED that Cabinet recommends Council to agree that:

- (i) The Petitions Scheme, attached at Appendix 1 to the report of the Deputy Chief Executive dated 8 June 2010, be approved and adopted for immediate implementation,

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subject to the inclusion of under eighteen year olds and except for the e-petitions elements, which will be approved for implementation on 1st November 2010.

- (ii) The Head of Corporate Governance be authorised to determine any petitions received that are vexatious, abusive or otherwise inappropriate and therefore not covered by the Petitions Scheme.
- (iii) The Head of Corporate Governance be authorised to make the necessary amendments to the Council's Constitution, to include the Petitions Scheme and the e-petitions elements and the new role of the Council's Overview and Scrutiny Committee in relation to the Petitions Scheme.
- (iv) The Overview and Scrutiny Committee be asked to review the operation of electronic petitions and the Petitions Scheme one year after operation.

1613. THE CABINET FORWARD PLAN

RESOLVED to note the latest version of the Council's Cabinet Forward Plan for the period from 8th June 2010 to 15th February 2011, subject to the inclusion of those matters raised at the meeting.

1614. 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.

1615. PEST CONTROL CONTRACT SHORTLIST

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

The Cabinet considered an exempt report on a 'select list' of contractors who would be invited to submit tenders to provide the Council's pest control and stray dog collection service for normal office hours.

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

RESOLVED that Cabinet approves the select list of contractors for invitation to submit tenders to provide the Council's pest control and stray dog collection service for normal office hours.

1616. ACCOMMODATION LEASES AT KNOWLE GREEN

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

The Cabinet considered a report on the leasing of accommodation within the Knowle Green Offices.

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

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RESOLVED:-

1. that the renewal of the lease with regard to Trevor Baylis from September 2010 until September 2013 be approved;
2. that the new lease for Surrey Community Development Trust back dated from September 2009 until September 2012 be approved
3. that a new lease for Surrey Police with effect from September 2010 for a 20 year period be approved.

1617. ATTENDANCE OF GROUNDS MAINTENANCE STAFF IN THE WALLED GARDEN *Paragraph 2 – Information relating to any individual.*

The Cabinet considered a report on proposals put forward by Lotus Landscapes Ltd to enable them to achieve 3% Gershon efficiency savings as required under the Grounds Maintenance contract.

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

RESOLVED that Cabinet authorises the Officers to proceed with option 3.1 (c) of the Report of the Deputy Chief Executive, dated 8 June 2010, and agrees to a reduction of staffing numbers in the grounds maintenance contract, related directly to the removal of the static attendants in the Walled Garden, Sunbury.

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":-***

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- *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 15 June 2010.**