



12 October 2011

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To the Councillors of Spelthorne Borough Council

I hereby summon you to attend a meeting of the Council to be held in the **Council Chamber, Council Offices, Knowle Green, Staines** on **Thursday 20 October 2011** commencing at **7.30pm** for the transaction of the following business.

Roberto Tambini
Chief Executive

Agenda

PAGE No.

1. **Apologies for absence**
To receive any apologies for non-attendance.
2. **Minutes – Council meeting held on 21 July 2011**
To confirm as a correct record the minutes of the Council Meeting held on 21 July 2011. 5 - 10
3. **Disclosures of interest**
To receive any disclosures of interest from members in accordance with the Council's Code of Conduct for Members.
4. **Announcements from the Mayor**
To receive any announcements from the Mayor.
Councillor Mrs. Napper to pay tribute to Alan Boon, Chairman of Staines Town football club.
5. **Announcements from the Leader**
To receive any announcements from the Leader.
6. **Announcements from the Chief Executive**
To receive any announcements from the Chief Executive.
7. **Questions from members of the public**
The Leader or her nominee to answer questions raised by members of the public in accordance with Standing Order 13.
8. **Recommendation of the Cabinet** 11
To consider the recommendation of the Cabinet on a review of Polling Districts, Places and Stations.
9. **Recommendation of the Licensing Committee** To follow
To consider the recommendation of the Licensing Committee on a Penalty Points Scheme for taxi and private hire licensing enforcement work.

- 10. Report from the Leader of the Council** **12**
To receive the report from the Leader of the Council on the work of the Cabinet.
- 11. Report from the Chairman of the Audit Committee** **13**
To receive the report from the Chairman of the Audit Committee on the work of her Committee.
- 12. Report from the Chairman of the Licensing Committee** **14**
To receive the report from the Chairman of the Licensing Committee on the work of his Committee.
- 13. Report from the Chairman of the Overview and Scrutiny Committee** **15-16**
To receive the report from the Chairman of the Overview and Scrutiny Committee on the work of her Committee.
- 14. Report from the Chairman of the Planning Committee** **17-18**
To receive the report from the Chairman of the Planning Committee on the work of his Committee.
- 15. Motions**
- 16. Questions on Ward issues**
The Leader or her nominee to answer questions from members on issues in their Ward, in accordance with Standing Order 14.
- 17. General questions**
The Leader or her nominee to answer questions from members on matters affecting the borough in accordance with Standing Order 14.
- 18. Re-appointment of a representative trustee to the Ashford Relief in Need Charities**
To consider the re-appointment of Mrs. Mary Haarer as a Council representative trustee to the Ashford Relief in Need Charities for a further four year term of office until October 2015.
- 19. Urgent business**
To consider any urgent business

MINUTES OF THE SPELTHORNE BOROUGH COUNCIL MEETING

At the Meeting of the Borough Council held in the Council Chamber, Council Offices,
Knowle Green, Staines on Thursday 21 July 2011 at 7.30pm

Present:

Ayers F.	Forbes-Forsyth P.C.	Napper Mrs I.
Ayub A.	Forsbrey G.E.	Patel D.
Bannister Mrs C.A.	Francis M.P.	Patterson A.C.
Beardsmore I.J.	Frazer C.M.	Pinkerton Mrs J.M. (Deputy Leader)
Budd S.E.W. (The Mayor)	Friday A.E.	Rough Mrs M.W.
Bushnell Ms M.	Gething N.	Sider R.W.
Colison-Crawford R.B.	Gohil D.	Smith-Ainsley R.A. (Deputy Leader)
Davis C.A.	Grant Mrs D.L.	Spencer Mrs Caroline
Dunn R.D.	Harman A.C.	Strong C.V.
Dunn Mrs S.A.	Leighton Mrs V.J. (Leader)	Taylor S.
Evans T.J.M.	Madams Ms M.	Watts R.
	Mitchell A.J.	Webb Mrs S.

Mr M. Litvak, Chairman of the Standards Committee
Miss S. Faulkner, Vice-Chairman of the Standards Committee

Councillor S.E.W. Budd, the Mayor, in the Chair

195/11 APOLOGIES

Apologies for absence were received from Councillors Ms P.A. Broom, Mrs C.E. Nichols and Ms J.R. Sexton.

196/11 MINUTES

The minutes of the Annual meeting held on 26 May 2011 were approved as a correct record, subject to the inclusion of Mr M. Litvak, Chairman of the Standards Committee and Ms S. Faulkner, Vice-Chairman of the Standards Committee in the list of those in attendance.

197/11 SOUTH EAST EMPLOYERS CHARTER FOR MEMBER DEVELOPMENT

The Mayor, Councillor S.E.W. Budd, called upon the Leader, Councillor Mrs V.J. Leighton, the Deputy Leader of the Liberal Democrats, Mrs S.A. Dunn, and the Chief Executive Roberto Tambini, to re-sign the Statement of the Council's Commitment to the South East Employers Charter for Member Development to signify the Borough Council's commitment to the principles of the Elected Member Development Charter. This was then signed in the presence of the Council.

198/11 ANNOUNCEMENTS FROM THE MAYOR

Making a Difference Award

The Mayor announced that Spelthorne Council had received a Making a Difference Award at a ceremony held on 13 July 2011 at Surrey County Council.

The Making a Difference Awards were given by the County Council's Employability service to employers who had shown exceptional commitment to supporting people in the workplace who had learning difficulties and autism.

Spelthorne Council was recognised for providing work placements for people with learning difficulties, at its day centres in Ashford, Shepperton, Staines and Sunbury. The Council gave individuals the opportunity to work in a variety of roles which helped them to gain practical skills and experience whilst also improving their social skills and self confidence. In a number of cases the experience had led to paid work for the people concerned.

The Mayor presented an award to Jan Kinsella, manager at Fordbridge day centre, Ashford, on behalf of the Council and in particular, the Independent Living Team.

Flame Awards

Sports and Leisure Management Ltd. (SLM), who run the Spelthorne and Sunbury Leisure Centres, were named Leisure Centre Operator of the Year at the Fitness Industry Association Flame awards on 13 July 2011.

This was the second year running that they had received the award and it was a fantastic accolade and recognition of the great work that was going on in the company.

In their absence the Council joined the Mayor in congratulating them on their achievement and showed its appreciation in the usual way.

Planned Mayoral Events

The Mayor reminded Members of the following forthcoming Mayoral events:-

- Charity Golf Day at Ashford Manor – 2 August 2011. Non-players were welcome to attend a dinner in the evening;
- Dining Club at Mama Mia's restaurant in Staines – 22 September 2011.

199/11 ANNOUNCEMENTS FROM THE LEADER

The Leader, Mrs V.J. Leighton informed the Council of some supplementary estimates which she had made in relation to items of expenditure which were not in the budget.

She had agreed to the replacement of the PA (public announcement) system in the Goddard Room which would be an improvement on the existing poor acoustics and enable those with hearing problems to clearly hear what was being said in meetings. It was also likely that the equipment could be made available to community organisations using the Council's meeting rooms. The outlay for this new system was just under £15k.

She had also agreed to the installation of temporary toilets in Laleham Park over the summer, for a modest expenditure of £5,000, which would be a significant improvement to one of the Borough's most popular attractions. Additionally, the ladies toilets on the first floor west wing of the Knowle Green building were inadequate for the current number of staff they served and were in need of refurbishment, so she had agreed to additional facilities and £18,000 being spent on this.

200/11 ANNOUNCEMENTS FROM THE CHIEF EXECUTIVE

Roberto Tambini, the Chief Executive, announced to the Council that Nigel Lynn, his Deputy Chief Executive, would be leaving on 3 October 2011 to take up the post of Chief Executive with Arun District Council. He had started with Spelthorne Borough Council in April 2003 as Strategic Director, progressing to Deputy Chief Executive in June 2008. Mr Tambini said he had many achievements to be proud of during his time with the Council and invited the Council to join him in wishing Nigel Lynn well in his new position. On behalf

of the Conservative Group, the Leader Councillor Mrs V.J. Leighton congratulated Nigel on his appointment, noting that it would be a smooth transition for him from Spelthorne to Arun DC because he was going from one Conservative council to another. The Leader of the Liberal Democrats, Councillor I.J. Beardsmore, also offered their congratulations. Councillor Beardsmore added that he was sorry to see him go; he had a great deal of respect for Nigel, who could be relied upon for his conscientious, hard working attitude and over the years he had built up a track record of consistency and reliability and of always giving of his best.

201/11 QUESTIONS FROM MEMBERS OF THE PUBLIC

The Mayor reported that under Standing Order 13, one question had been received from a member of the public; Mr A. McLuskey of 17 Diamedes Avenue, Stanwell. A response was given by the Deputy Leader of the Council, Councillor R.A. Smith-Ainsley who confirmed that a copy would be sent to Mr. McLuskey.

Question from Mr A. McLuskey:

“Is the Council happy that Spelthorne Planning Committee has given planning permission for a development in Diamedes/St Anne’s Avenues in Stanwell where the approach roads are approximately a **yard** short in respect of width regulations for fire tender access and relating to which there are still a number of other important and unresolved issues?”

Response by the Deputy Leader, Councillor R.A. Smith-Ainsley:

“Thank you for your question Mr. McLuskey. As you know, the Planning Committee has authority to determine any planning application which comes before it, and I understand that the schemes you refer to were approved by the Committee in 2009. The Committee, in making their decision, considered all the relevant planning issues and I am confident that they made their decision on this basis. The issue of fire tender access is covered under building regulations. It was not a matter which the Planning Committee needed to consider.

A building regulations full plans application was submitted to this Council on 10 June 2011. In line with government legislation, the developer (in this case A2D) is only required to give a minimum of 48 hours advance notice that they wish to start building. However, A2D’s architect has already been in discussions with the Council’s building control service, who have consulted with Surrey Fire and Rescue to ensure adequate fire tender access is provided. I understand that, following these discussions, revised plans have been submitted which address this matter.

A building control approval was conditionally passed on 15 July 2011. 12 conditions were imposed one of which requires full details to be provided of the construction and surface finishes to vehicular access routes for fire brigade vehicles. Inspections will be carried out at certain stages of the work.

Although this is a national building regulation issue, and the planning department did what was expected of it in reference to the national norm, as a result we have decided that in future, planning will check all applications with a new access and consult building control for their professional advice where appropriate, and highlight to developers if there is a fire access issue at the earliest opportunity in the process, so developers resolve the issue at the design stage before any planning permission is granted.

Regarding this matter, planning and building control have been liaising regularly since the building control application was submitted.

Your question to Council also refers to a number of other important and unresolved issues without specifying what these are. However, I am aware that discussions have been taking place between residents and A2Dominion regarding the refurbishment of existing storage sheds on the site. We have already advised this is not a matter for the Council and the planning department, as permission is not required for this. I understand that if residents do not wish for their sheds to be refurbished (e.g. new roofs) then they do not have to have this done.

You received a letter today from Miss Morgan, Head of Planning and Housing Strategy, which states that the Council takes the view that all the matters you have raised have been properly addressed.

Therefore, the Council does not intend to enter into any further correspondence or discussion with you on this matter.”

202/11 **[RECOMMENDATION FROM THE AUDIT COMMITTEE](#)**

The Council considered a recommendation from the Audit Committee on an amendment to the Antifraud and Corruption Strategy to incorporate the Bribery Act 2010 which came into effect on 1 July 2011. This Act reformed the criminal law to provide a new scheme of bribery offences and was applicable to both private and public sector organisations.

The Audit Committee also recommended an amendment to paragraph 15 of the Strategy in relation to informing Cabinet members of disciplinary action taken and cases referred to the police.

RESOLVED that Council approves the changes to the Antifraud and Corruption Strategy to incorporate the Bribery Act 2010 and other minor amendments.

203/11 **[REPORT FROM THE LEADER OF THE COUNCIL](#)**

The Leader of the Council, Councillor Mrs V.J. Leighton, presented her report which outlined the various matters the Cabinet had decided since the last Council meeting.

She gave an update on the item concerning Combined Heat and Power. On clarification of the tender it had become clear that the savings expected by the Council might not be delivered and the contract had been withdrawn. There were many other options open to the Council and the Leisure Centre which might produce greater savings in terms of cost and energy consumption. An options appraisal was being prepared. It was considered that a re-tendering process would better secure the Council's desired outcomes.

204/11 **[REPORT FROM THE CHAIRMAN OF THE AUDIT COMMITTEE](#)**

The Chairman of the Audit Committee, Councillor Mrs M.J. Madams, presented her report, which outlined the matters the Committee had decided since the last Council meeting.

205/11 **[REPORT FROM THE CHAIRMAN OF THE LICENSING COMMITTEE](#)**

The Chairman of the Licensing Committee, Councillor R.W. Sider, presented his report, which outlined the matters the Committee had decided since the last Council meeting.

206/11 **REPORT FROM THE CHAIRMAN OF THE OVERVIEW AND SCRUTINY COMMITTEE**

The Vice-Chairman of the Overview and Scrutiny Committee, Councillor Mrs M.W. Rough presented the report, which outlined the matters the Committee had decided since the last Council meeting.

207/11 **REPORT FROM THE CHAIRMAN OF THE PLANNING COMMITTEE**

The Chairman of the Planning Committee, Councillor G.E. Forsbrey, presented his report, which outlined the matters the Committee had decided since the last Council meeting.

208/11 **GENERAL QUESTIONS**

One General question had been submitted by Councillor C.M. Frazer in accordance with Standing Order 14. The question and answer were read aloud at the meeting.

Question from Councillor Frazer

“Will the Leader re-affirm the opposition of the Council’s new administration to Surrey County Council’s scheme to introduce on-street parking charges in Ashford and Shepperton, and could she update the Council as to the current position following Surrey County Council’s deferment of any decision until the autumn?”

Response by the Leader, Councillor Mrs V.J. Leighton

“Yes, I can confirm that we have already robustly responded to the County on this matter and will continue to strongly oppose on-street charging in Ashford and Shepperton local shopping areas.

Wide consultation during the recent election period revealed the universal public objection to parking charges and that shoppers would be encouraged to take advantage of the proximity of supermarkets with free off-street parking for all their shopping needs.

We will continue to represent the overwhelming opposition of residents to these proposals and the concerns of local shops. The potentially detrimental effect any such charging could deliver on their businesses is especially important in these challenging economic times.

I am pleased to inform the Council that, at a meeting held at our request with the County Cabinet Member, relevant County ward Members and Officers on 20 June, Surrey County Council has agreed to review the proposals. In particular they have agreed to:-

- Look at the business case for Shepperton and Ashford to see how an initial one hour free period would work. Previous proposals have been for no free period, then half an hour.
- To re-evaluate existing spaces in Ashford and Shepperton, as these are considered to already have high turnover of cars, often referred to as 'churn', thus encouraging shoppers. We argue, therefore, that parking charges would not encourage further 'churn', which is suggested in the business case that charging would encourage.
- To check the extent of highway ownership in Station Approach, Ashford and look at the parking needs of the local Church.
- To look at additional locations in Staines, and
- To share financial assumptions with us when proposals have been reviewed.
- We expect Surrey County Council to provide us with answers to these points in early September 2011.”

Recommendations of the Cabinet

1. Review of Polling districts, places and stations

- 1.1 The Cabinet considered a report on the proposal to rationalise the number of Polling districts, places and stations with a view to achieving a fair balance between the number of voters allocated to each station and making the best use of the premises available, having regard to costs and statutory requirements.
- 1.2 Spelthorne currently has a higher than average number of polling stations for the size of its electorate. We have a total of 69 polling stations for an electorate of 72,647 giving an average of 1052 electors per station compared to the Surrey average of 1500.
- 1.3 Spelthorne's elections costs are high compared to similar-sized Councils, especially in terms of staffing costs and polling station hire.
- 1.4 The Council needs to ensure that all stations are suitable and accessible for all electors. This review highlighted that some were not.
- 1.5 **The Cabinet recommends that Council agrees:**
 1. The recommendations as set out in Appendix 2 to the report of the Chief Executive/Returning officer.
 2. That the recommendations be incorporated in the Electoral Register to be published on 1 December 2011 and used for all elections thereafter.

Councillor Mrs. Vivienne Leighton
Leader of the Council

20 October 2011

RECOMMENDATION OF THE LICENSING COMMITTEE

- 1. A Penalty Points Scheme for Taxi and Private Hire licensing enforcement work**
- 1.1 The Licensing Committee has considered a report on the introduction of a Penalty Points Scheme (PPS) which would allow officers to apply an intermediate stage between informal and formal enforcement actions. The primary objective of a Penalty Points Scheme would be to improve the levels of compliance with the regulatory framework and to help improve the standards, safety and protection of members of the public affected by the actions of taxi and private hire drivers. Additionally, a PPS would give taxi and private hire licensees more transparency and consistency in the way breaches of the regulatory framework are dealt with by officers.
- 1.2 The PPS sets out a table of breaches of the regulatory framework and for each breach, depending on its seriousness, penalty points are assigned to it. If penalty points are issued by an officer, the offender will have a right of appeal to the Head of Environmental and Building Control Services, or in his absence the Environmental Health Manager (Commercial), in consultation with the Chairman of the Licensing Committee.
- 1.3 If any licensed driver, operator or owner of a licensed vehicle accumulates 12 or more points in any 12 month period they will be reported to the Licensing Sub-Committee who may suspend a licence for a specified period of time or revoke a licence.
- 1.4 **The Licensing Committee recommends Council that:**
 - 1. the proposed Penalty Points Scheme for the enforcement of Hackney Carriage and Private Hire drivers, vehicles and operators as shown in Appendix A to the Report of the Head of Environmental Health and Building Control Services of 12 October 2011 be approved;**
 - 2. appropriate additions to the Scheme of Delegations to officers in the Council's Constitution be agreed, to give:**
 - a. delegated powers to administer the Penalty Points Scheme and issue penalty points in accordance with the Scheme, to the Head of Environmental Health and Building Control Services and**
 - b. delegated powers to determine appeals lodged in respect of penalty points issued in accordance with the Scheme, to the Head of Environmental Health and Building Control Services in consultation with the Chairman of the Licensing Committee.**

Councillor Robin Sider
Chairman of the Licensing Committee

20 October 2011

Report from the Leader of the Council on the work of the Cabinet

This is my report as the Leader of the Council on the work of the Cabinet. It is an overview of the issues the Cabinet discussed at its meeting on 20 September 2011.

1. Compulsory purchase of 1 Mulberry Avenue, Stanwell

- 1.1 We considered a report requesting the Cabinet's agreement, in principle, to use compulsory purchase powers to purchase 1 Mulberry Avenue, Stanwell.
- 1.2 We noted that this would help A2Dominion (A2D) to implement Phase 2 of the Stanwell New Start scheme.
- 1.3 We agreed to the compulsory purchase of 1 Mulberry Avenue, Stanwell on behalf of A2D, subject to the costs being met by A2D.

2. Promoting Staines' name change to Staines-upon-Thames

- 2.1 We considered a report seeking approval to undertake a consultation on the Council's proposal to change the name of Staines to Staines-upon-Thames.
- 2.2 We noted that the proposed name change would accurately reflect the true nature and riverside location of the town, and would overcome negative perceptions of Staines from outside the area.
- 2.3 We agreed to the consultation exercise which will commence on 1 October.

3. Declaration of the Ash Link local nature reserve

- 3.1 We considered a report on declaring Ash Link a Local Nature Reserve (LNR), using the powers granted to local authorities under the National Parks and Access to the Countryside Act 1949.
- 3.2 We noted not only that local residents and visitors benefit greatly from visiting such sites but also that LNRs support and protect habitats and species.
- 3.3 We agreed that Ash Link should be declared a Local Nature Reserve.

4. Denman Drive site investigation

- 4.1 We considered a report updating Cabinet on the outcome of the site investigation and subsequent remediation of an open space in Denman Drive, and agreed to give retrospective capital approval for the remediation works carried out which will be funded from a Defra grant of £110,483

Report of the Chairman on the work of the Audit Committee

The Audit Committee held a meeting on 22 September 2011 and considered the following items of business.

1. Annual Governance Statement (AGS)

The Committee received an update on two significant governance issues identified in the AGS as outstanding at 31 March 2011, relating to the implications of the government's plans to reform the benefits system and the Council's project management arrangements.

The Committee approved the draft Annual Governance Statement and endorsed the improvement actions identified in the Statement.

2. External Audit Report on 2010/11 Audit and Statement of Accounts

The Committee noted the External Audit report on the 2010/11 Statement of Accounts and the officer responses to the External Auditors' recommendations.

The Committee authorised the Chief Finance Officer to sign the letter of representation and the Chief Finance Officer and the Chairman of the Audit Committee to sign the Statement of Accounts.

The Audit Committee thanked the officers for their time and effort, recognising the large amount of work that had been undertaken to produce the Statement of Accounts in compliance with International Financial Reporting Standards for the first time this year.

3. Corporate Risk Management

Members of the Committee queried whether the maintenance of social housing should be on the register. The Head of Audit Services agreed to report back to the Committee following discussion of the matter at the Corporate Risk Management Group.

The Committee noted and accepted the quarterly update on the Corporate Risk Register.

4. Annual Review of the System of Internal Audit

The Committee noted a report on the annual review of the system of internal audit.

5. Committee Work Programme 2010/11

The Committee approved its Work Programme for the remainder of the Municipal Year 2011/12, with the addition of consideration of risk management arrangements in relation to maintenance of social housing, subject to any review being carried out by the Overview and Scrutiny Committee.

Report of the Chairman on the work of the Licensing Committee

There have been two Licensing Sub-Committee meetings and two full Licensing Committees since my last report. Details of their work are set out below.

Licensing Sub-Committee 2 August 2011

A Licensing Sub-Committee considered a report to determine whether or not Mr A. Jamali was a fit and proper person to retain a hackney carriage driver licence. The licence issued to Mr Jamali to drive a hackney carriage vehicle was suspended for a period of 28 days, for the reasons set out in the decision notice.

Licensing Committee 17 August and 15 September 2011

Taxi fare tariff rates

The Licensing Committee considered a report seeking approval to increase the taxi fare tariff rates. All taxi drivers licensed by the Council were consulted on the proposed increase. The Committee agreed an increase to the Hackney Carriage tariff one distance and waiting time rates, for implementation from 16 September 2011.

Penalty Points Scheme

The Licensing Committee considered a report on the introduction of a Penalty Points Scheme as an intermediate stage between informal and formal enforcement actions. The aim of the scheme was to improve levels of compliance with the regulatory framework and help improve the safety and protection of members of the public affected by the actions of taxi and private hire drivers.

The Committee agreed to recommend the scheme to Council for approval, subject to consultation with the local taxi and private hire trades.

Licensing Sub-Committee 29 September 2011

A Licensing Sub-Committee considered an application for a Premises Licence at Just 4 U, 117 Groveley Road, Sunbury. The Premises Licence was granted subject to modification by addition of conditions.

Councillor Robin Sider
Chairman of the Licensing Committee

20 October 2011

Report of the Chairman on the work of the Overview and Scrutiny Committee

The Overview and Scrutiny Committee has met once since the last Council meeting and this report gives an overview of the issues considered.

1. Financial reports

- 1.1 The Committee received two financial monitoring reports covering the period April to July 2011. In relation to Capital £544k had been spent to date against the original budget of £1,526k and against a revised budget of £2,037k.
- 1.2 In respect of Revenue £4.619m had been spent against the year to date budget of £4.527m and the full year budget of £12.663m.

2. Task Groups

- 2.1 The Committee received progress reports on two of the task groups set up by the committee. The first was from Councillor Asif Ayub the lead member for the Food Waste Collect task group who reported that the group had met on four occasions including a visit to the depot with the main objectives of:
 - Ensuring that the food waste scheme was fit for purpose;
 - Ensuring effective communications so that residents understand the scheme and are aware and satisfied with it and feel it adds value for them; and
 - Ensuring that councillors are the champions for the scheme
- 2.2 To date the group had looked at communications and the need to ensure that the council's waste policies were enforced which in turn would assist in maximising recycling and minimising waste production.
- 2.3 The second report was from myself and covered the work of the Parks and Open Spaces Task Group. I reported on the terms of reference agreed and the areas that the task group had currently agreed to look at which included:
 - Current facilities and provision for visitors
 - Finance
 - Residents engagement and consultation
 - Sustainability including financial viability
 - Enforcement
 - What other facilities the borough provides.
- 2.4 In relation to the disabled play aspect the task group would be looking at:
 - Understanding the current provision
 - Assessing the current needs
 - How best we will meet those needs
 - The timescale in which those needs would be met.

2.5 On behalf of the Task Group I am pleased to report the success of obtaining £60k of external funding from Shortbreaks for disabled play.

2.6 The Committee agreed that further reports would be submitted to future meetings of this committee.

3. Workforce monitoring

3.1 The Committee received a report on the diversity of the workforce and recruitment monitoring for the year 2010/11. The report provided information on the diversity across age, gender, disability and ethnicity of the Council's workforce, recruitment monitoring for the year and on trends and actions taken.

4. Housing risks and mitigation

4.1 The Committee received a presentation from the joint Heads of Housing and Independent Living which addressed the Council's statutory housing obligations, the homeless criteria, involvement of other agencies and stakeholders as well as relevant statistical data for the borough

4.2 In support of the presentation the Officers had produced a briefing paper covering the numerous issues and key risks areas the council's housing service faced. The paper outlined the short, medium and long term measures both implemented and proposed to alleviate the pressures.

4.3 The Committee agreed that the Housing and Independent Living team be thanked for their continued commitment to the services provided to the residents and the way they tackle the challenges they face.

Councillor Philippa Broom
Chairman of the Overview and Scrutiny Committee

20 October 2011

Report of the Chairman on the Work of the Planning Committee

The Planning Committee has met three times since the previous report was prepared for the Council meeting. This report therefore gives an overview of the key items considered by the Planning Committee at those meetings between July and September.

The meeting on **27 July** dealt with 5 items. Public speaking took place on 3 of the items with 3 people taking the opportunity to address the Committee. The most notable items on the agenda were:

- The consideration of applications for the renewal of two previous proposals for the erection of a 172 bedroom hotel at 554 London Road Ashford. The Committee deferred consideration of these items to enable further information to be provided in the report.
- The approval of an application seeking permission to renew a previous permission for the erection of 12 no. two-bedroom apartments on land at the rear of 85-93 (odd) Upper Halliford Road and 1&2 Chestnut Grange, Upper Halliford, Shepperton.
- The refusal of an application for the conversion of the George PH Staines Road East, Sunbury, to flats and the erection of a terrace of 4 houses.

The meeting on 24 **August** dealt with 5 items. Public speaking took place on 3 items with 3 people taking the opportunity to address the Committee.

. The most notable items on the agenda were:

- The approval of two applications for the renewal of previous permissions (allowed on appeal) for the erection of a 172 bedroom hotel at 554 London Road Ashford.
- The approval of an application for the erection of a replacement house at Casa Mia, Coolgardie Road Ashford.
- The approval of an application for the partial conversion of Spelthorne House Thames Street Staines to provide 14 flats.

The meeting on 21 **September** dealt with 6 items. Public speaking took place on 3 items with the same person taking the opportunity to address the Committee on each of those items.

The most notable items on the agenda were:

- The consideration of 4 applications relating to McDonalds restaurant, Two Rivers Retail Park, Staines. Those applications seeking advertisement consent for new signage were approved. The application which included an increase to the floorspace of the building was deferred to enable further information to be provided about noise complaints.
- Permission was also granted at the meeting for an application proposing the erection of a block of 4 flats at 48 Park Road Ashford.

Councillor Gerry Forsbrey
Chairman of the Planning Committee

20 October 2011