

## **TO THE MEMBERS OF SPELTHORNE BOROUGH COUNCIL**

### **SUMMONS TO MEETING**

**You are hereby summoned to attend the Meeting of the Council of the Borough of Spelthorne to be held in the Council Chamber, Council Offices, Knowle Green, Staines on Thursday 26th April, 2001, beginning at 7.30pm, for the purpose of transacting the business specified in the Agenda set out on the next page.**

**MICHAEL TAYLOR**  
*Chief Executive*

#### **Please Note:-**

#### **EMERGENCY PROCEDURE - THE LIFT MUST NOT BE USED.**

In the event of an emergency the building must be evacuated. All Members and Officers should assemble on the Green adjacent to Broome Lodge. Members of the Public present should accompany the Officers to this point and remain there until the Senior Officer present has accounted for all persons known to be on the premises.

#### **PUBLIC SPEAKING AT COUNCIL MEETINGS**

##### **(1) Question Time**

Public "Question Time" at Council meetings is now at the start of meetings. This is an opportunity for any person to ask the Leader of the Council a question about the Council's activities or issues which affect the Borough.

**A written copy of a question from a member of the public must be submitted to the Chief Executive's office before Noon on the day of the meeting.**

##### **(2) Representations on Committee Recommendations**

When the Council is considering a recommendation made by a committee any resident can put their views on the issues involved by making representations to the Council for three minutes before the Council discusses the recommendation and makes a decision.

**Any one wishing to make representations on a committee recommendation must notify the Chief Executive's office before Noon on the day of the meeting.**

## A G E N D A

1. APOLOGIES FOR ABSENCE

2. MINUTES

To confirm as a correct record the Minutes of the Meeting of the Council held on 22nd February, 2001.

3. QUESTIONS FROM MEMBERS OF THE PUBLIC

The Leader or his nominee to answer questions raised by members of the public (*provided questions have been submitted in writing to the Chief Executive's office before Noon on the day of the meeting*).

4. DECLARATIONS OF INTEREST

- (a) Pursuant to Section 94 of the Local Government Act, 1972 and Standing Orders 41(1) and (2), to receive declarations from any Members who have interests in any matters to be considered at this meeting; and
- (b) Pursuant to Standing Order 41(1), to consider inviting Members declaring their interests under (a) above to remain at the meeting during the discussion of the items concerned.

5. MAYOR'S ANNOUNCEMENTS

- (a) The Mayor to present:-
  - (i) The Civic Pride Environmental Awards.
  - (ii) The Award to Staines Brass Band for 2nd place in the Regional heats of the National Brass Bands Competition.
- (b) The Mayor to make any announcements.

6. RECOMMENDATIONS OF THE EXECUTIVE

To consider the recommendations of the Executive on the following items:-  
**(Attached at APPENDIX 2)**

- 1. **Applications for Work to Tree Preservation Order (TPO) Trees by the Council**
- 7. **Appointment of Honorary Aldermen and Freemen of the Borough**
- 8. **South Street/Thames Street, Staines - Dualling - Total Cost of Works**

Note: Members of the public may make representations not exceeding 3 minutes on individual recommendations before they are discussed (*provided notice of their wish to do so has been given to the Chief Executive's office before Noon on the day of the meeting*).

9. NOTICE OF MOTIONS

To receive Notice of Motions submitted under Standing Order 11.

10. REPORTS FROM THE CHAIRMEN OF THE EXECUTIVE AND THE ECONOMIC, ENVIRONMENT AND PLANNING COMMITTEES

To receive reports from the Leader on the work of the Executive and from other Chairmen on the work of their Committees. **(Attached at APPENDICES 3, 4, 5 and 6)**

11. QUESTIONS ON WARD ISSUES

The Leader or his nominee to answer questions from Members on issues in their Ward (*provided questions have been submitted in writing to the Chief Executive's office before Noon on the day of the meeting*).

12. GENERAL QUESTIONS

The Leader or his nominee or relevant Committee Chairman to answer questions from Members on matters affecting the Borough or for which their committee has responsibility (*provided questions have been submitted in writing to the Chief Executive's office before Noon on the day of the meeting*).

13. APPOINTMENTS TO OUTSIDE BODIES

**St. Anne's Primary School, Clare Road, Stanwell**

To appoint a Representative to serve on the Governing Body of St. Anne's Primary School, Stanwell, until 26th April, 2005, in place of the existing representative Mr. John Offord who has resigned.

14. URGENT BUSINESS

To consider any urgent business.

15. EXEMPT BUSINESS

To move the exclusion of the press/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.

16. COMMITTEE RECOMMENDATIONS - EXEMPT

To consider any recommendations or answers to questions which relate to exempt business.

## **MINUTES OF THE COUNCIL MEETING HELD ON 22ND FEBRUARY, 2001**

### **BOROUGH OF SPELTHORNE**

At the Meeting of the COUNCIL of the BOROUGH of SPELTHORNE, held in the Council Chamber, Council Offices, Knowle Green, Staines on Thursday 22nd February, 2001 at 7.30 pm

Present:-

Agarwal V	Fisher C M	Paton J M
Amos Mrs P C	Forsbrey G E	Ponton Mrs J E
Appleyard M A	Grant Mrs D L	Read E I J
Ayers F	Hermes A W	Sider R W
Beardsmore I J	Hirst A P	Smith J E H
Blampied G G	Hyams Mrs M	Smith Mrs P A
Ceaser G S	James P R	Smith-Ainsley R A
Crabb T W	Leedham Ms A	Stubbs T
Culnane E K	Martin Mrs M J	Trussler G F
Davies F (Leader)	Napper Mrs I	Weston Mrs P
Drinkwater H V (Deputy Mayor)	Norcross Mrs G A	Wood-Dow Mrs J M (Mayor)
Packman J D (Deputy Leader)		

Councillor Mrs J M Wood-Dow, Mayor, in the Chair

### **93/01 INTRODUCTION**

At the commencement of the meeting The Mayor, Councillor Mrs J.M. Wood-Dow, welcomed Mr Murray Litvak, the Chairman of the Standards Committee, to the meeting who would present the recommendations of the Standards Committee later in the evening.

### **94/01 APOLOGIES**

Apologies for absence were received from Councillors L.J.W. Burrell, Mrs M. Hartley, Mrs H.E.L. Mellett, E. O'Hara, E. Searancke and R. Watkins.

### **95/01 MINUTES**

The Minutes of the Meeting held on 14th December, 2000 were approved as a correct record.

### **96/01 BEACON STATUS AWARD**

The Mayor, Councillor Judith Wood-Dow expressed her pleasure in presenting the award to the Borough Council of Beacon Status for Independent Living for Older People.

The Award for Beacon Status was clearly a great achievement for the Borough Council. Only 39 Councils in the country had received this Award and a great many of those were larger London Boroughs, Metropolitan Districts or County. Councils. In fact, out of 238 English

District Councils only 5 had received awards in their own right and there was only one other district in the South. East which had received such an award.

The extent of Spelthorne's achievement was reflected in the fact that the other. three authorities who had received Beacon Status for services to Older People.were the London Borough of Camden and the cities of Leeds and Manchester.

There were many Agencies involved in the Borough Council's bid, including Apex.Housing, West Surrey Health Authority, Voluntary Action in Spelthorne, Surrey.County Council and local organisations such as SCAN and Shopmobility.

In terms of Spelthorne's own Officers, this was very much a team effort and recognition should be given to Day Centre Managers and also those staff involved in making the submission. However, the key players that were involved in drafting Spelthorne's submission were Ian Murray, Head of Housing and Community Care, and Sue Sturgeon and Brian Harris, two of Spelthorne's Assistant Chief Executives.

Unfortunately, Ian Murray was unable to attend the presentation and the Mayor formally presented the Beacon Status Award on behalf of the Borough Council to Sue Sturgeon and Brian Harris.

#### **97/01 MAYOR'S ANNOUNCEMENTS**

The Mayor, Councillor Mrs Judith Wood-Dow, reminded Members that the Mayor's Charity Ball would be taking place at Kempton Park on 3rd March and that tickets were still available from the Mayor's secretary.

#### **98/01 REVENUE BUDGET AND COUNCIL TAX 2001/2002**

(The Mayor, Councillor Mrs J.M. Wood-Dow, gave her consent under Standing Order 23(2), for the budget speech of each of the Group Leaders to exceed five minutes but not to exceed 10 minutes).

The Leader of the Council, Councillor F. Davies, made a statement on the Budget and Council Tax. The Leaders of the Opposition Groups, Councillors M.A.Appleyard and I.J. Beardsmore also made statements.

(Copies of the Leader's statement were made available for other Members, the Press and Public at the conclusion of the meeting).

Details of the precepts from Surrey County Council and Surrey Police had been circulated to all Members prior to the meeting. Surrey County Council had set.its precept for next year at £648.00 for a Band D property. The Surrey Police precept had been set at £83.08 for a Band D property which, including the Spelthorne precept of £105.57, gave a total Band 'D' figure of £836.65.

**RESOLVED :-**

1. that the Revenue Estimates as set out in the report of the Director of Resources be approved.

2. that the Director of Resources's preliminary report on sharp premium increases for the Council's Insurance Renewals for 2001/2002 be noted, and he be requested to report with further details on this matter to the next Executive on 6th March, 2001.
3. that amounts not exceeding £1,707,400 from general reserves and £208,740 from earmarked reserves, as set out in the report of the Director of Resources, be appropriated in aid of Spelthorne's local Council Tax for 2001/2002.
4. that it be noted that the Council tax base for the year 2001/2002 is £38,543, calculated in accordance with regulation 3 of the Local Authorities (Calculation of Council Tax Base) Regulations 1992 as amended made under Section 33(5) of the Local Government Finance Act 1992.
5. that the following amounts be now calculated by the Council for the year 2001/2002 in accordance with Sections 32 and 33 of the Local Government Finance Act 1992.
  - a. £33,622,260 being the aggregate of the amounts which the Council estimates for the items set out in Section 32(2)(a) to (e) of the Act
  - b. £24,140,200 being the aggregate of the amounts which the Council estimates for the items set out in Section 32(3)(a) to (c) of the Act
  - c. £9,482,060 being the amount by which the aggregate at 5(a) above exceeds the aggregate at 5(b) above, calculated by the Council, in accordance with Section 32(4) of the Act, as its budget requirement for the year
  - d. £5,413,080 being the aggregate of the sums which the Council estimates will be payable for the year into its general fund in respect of redistributed non-domestic rates, revenue support grant or additional grant, increased by the sum which the Council estimates will be transferred in the year from its Collection Fund to its General Fund in accordance with Section 97(3) of the Local Government Finance Act 1988 (Council Tax Surplus) and increased by the sum which the Council estimates will be transferred from its Collection Fund to its General Fund pursuant to the Collection Fund (Community Charges) Directions under Section 98(4) of the Local Government Finance Act 1988 made on 7th February, 1994 (Community Charge surplus).
  - e. £105.57 being the sum at 5(c) above less the amount at 5(d) above, all divided by the amount at 4 above, calculated by the Council, in accordance with Section 33(1) of the Act, as the basic amount of its council tax for the year.
6. that the following amounts be now calculated by the Council for the year 2001/2002 in accordance with Section 36 of the Local Government Finance Act 1992.

#### Valuation Bands

A	B	C	D	E	F	G	H
£	£	£	£	£	£	£	£
70.38	82.11	93.84	105.57	129.03	152.49	175.95	211.14

being the amounts given by multiplying the amount at 5(e) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band 'D', calculated by the Council, in accordance with Section 36(1) of the Act,

as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

7. that it be noted that for the year 2001/2002 the Surrey County Council and Surrey Police have stated the following amounts in precepts issued to the Council, in accordance with Section 40 as amended of the Local Government Finance Act 1992, for each of the categories of the dwellings shown below.

Precepting Valuation Bands

Authority	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Surrey County Council	432.00	504.00	576.00	648.00	792.00	936.00	1080.00	1296.00
Surrey Police	55.39	64.62	73.85	83.08	101.54	120.00	138.47	166.16

8. that having calculated the aggregate in each case of the amounts at 7 above, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the following amounts as the amounts of Council Tax for the year 2001/2002 for each of the categories of dwellings shown below.

Valuation Bands

A	B	C	D	E	F	G	H
£	£	£	£	£	£	£	£
557.77	650.73	743.69	836.65	1022.57	1208.49	1394.42	1673.30

99/01 TOTAL BORROWING REQUIREMENT 2001/2002

The Council considered the recommendations of the Executive on the need for Spelthorne to meet the statutory provisions under the Local Government and Housing Act 1989 requiring the Borough Council to authorise the total borrowing requirement for the coming financial year 2001/2002.

RESOLVED that as recommended by the Executive the Council agree to the maximum borrowing for the year 2001/2002 being £7,000,000, all of which would be short- term, with 100% of interest payable at variable rates.

100/01 SURREY PENSION FUND DEFICIT

The Council considered the recommendations of the Executive to make a repayment by Spelthorne of a capital payment, of up to the maximum certified by the Surrey Fund Actuary, to Surrey County Council Pension Fund to remove the Spelthorne element of the Surrey Pension Fund deficit before 31st March, 2001.

RESOLVED:-

- (1) that the letter dated 20th December, 2000 from the Surrey Pension Fund Actuary, tabled at the Cabinet meeting by the Director of Resources, setting out the figure of £13.4 million as the approximate repayment required to remove the Spelthorne element of the Surrey Pension Fund



deficit, be noted.

- (2) that the Fund Actuary be requested to provide a formal certificate of the Spelthorne proportion of the Pension Fund Deficit, as required by the Secretary of State for the Environment.
- (3) that approval of the Secretary of State for the Environment be sought to repay up to the full amount certified by the Fund Actuary as referred to in (2) above.
- (4) that a capital payment of up to the maximum certified by the Fund Actuary be made to the Surrey County Council Pension Fund to remove the Spelthorne element of the Surrey Pension Fund deficit (currently estimated at £13.4 million).
- (5) that the Director of Resources be authorised to carry out such transactions and negotiate such terms as he sees necessary to complete the transaction.

#### 101/01 SPELTHORNE BOROUGH LOCAL PLAN

The Council considered the recommendations of the Executive on the need to agree a further modification to Policy H6 on Affordable Housing in order to secure the removal of the Secretary of State's Direction and the adoption of the Spelthorne Borough Local Plan.

RESOLVED:-

- (1) that Policy H6 be modified by deleting from the second sentence "0.1 hectares or above" and inserting "15 or more dwellings or 0.5 hectares irrespective of the number of dwellings".
- (2) that the Secretary of State be asked to agree to the above modification and to lift his Direction.
- (3) that, subject to the lifting of the Direction by the Secretary of State, the modification be publicised as required and, if no valid objections are received within the statutory period, a notice of intention to adopt the Local Plan be published as soon as possible.
- (4) that if any valid objections to the modification are received these be reported to the Executive at the earliest opportunity prior to any resolution to proceed to adopt the Local Plan.

#### 102/01 A PAY AND REWARD STRATEGY FOR SPELTHORNE

The Council considered the recommendations of the Executive on proposals for the introduction of local pay determination and various initiatives towards a flexible workforce, as part of a consolidated Pay and Reward Strategy for Spelthorne.

RESOLVED:-

- (1) that Spelthorne local pay (SLP) be introduced with effect from 1st April, 2001.
- (2) that SLP be determined using the indicators and timetable set out in paragraph 25 of the Chief Executive's report.
- (3) that National pay awards be used as the baseline for SLP for 2 further settlements (2002 and 2003), and that local pay then be reviewed.
- (4) that a review be undertaken on the same basis as previous Biennial reviews with any changes effective from 1st April, 2001.
- (5) that the salary ranges and benefits for grades M1-SM1 be reviewed with a report back to the Management Team by the end of March 2001.
- (6) that the salary grades and conditions of service of 2nd Tier posts be reviewed with a report back to the Management Team by the end of March 2001.
- (7) that a reward strategy be produced and reported back to the Management Team by the end of September 2001.
- (8) that the pay award date for the Chief Executive, Directors and 2nd Tier Officers on Joint National Council (JNC) conditions be brought forward to 1st April each year.
- (9) that the 'local' 2001 pay award for all staff, including the Chief Executive, Directors and 2nd Tier Officers on JNC conditions, be 1½% above the national 2001 pay award agreed for Local Government Services and be effective from 1st April, 2001, at an additional cost of approximately £129,000.
- (10) that the proposals on annual leave as set out at paragraph 49 of the Chief Executive's report be approved.
- (11) that the proposals on the accelerated increments scheme as set out at paragraph 50 of the Chief Executive's report be approved.
- (12) that the approach on flexible working arrangements as set out in paragraphs 51 and 52 of the Chief Executive's report be approved, on the basis that the Management Team continue to monitor and encourage such arrangements, but only where they are maintaining or improving service delivery.
- (13) that the need for consultation with the Staff Side be endorsed.

103/01 APPROVED DUTY - TRAVELLING EXPENSES - ATTENDANCE AT  
REGIONAL SPORTS  
BODIES

The Council considered the recommendations of the Executive on the need for the

appointment(s) of Councillor Ceaser on various Regional Sports Bodies, in his role as the Council's duly appointed Representative, being deemed "Approved Duties" under Section 175 of the Local Government Act 1972 for the payment of travelling expenses incurred in attending meetings of those Bodies.

RESOLVED that the Council confirm that the appointment(s) of Councillor Ceaser on various Regional Sports Bodies, as detailed in the report of the Chief Executive, to the Executive, as the Council's duly appointed Representative, be deemed "Approved Duties" under Section 175 of the Local Government Act 1972 for the payment of travelling expenses incurred in attending meetings of those Bodies.

#### 104/01 CONCESSIONARY FARES

The Council considered the recommendations of the Executive on Concessionary Fares.

RESOLVED:-

- (1) that the previous decision by the Executive on 28th November, 2000 (Minutes 477/00 and 489/00 refer) to support a County-wide Concessionary Fares Scheme be confirmed;
- (2) that the change to a half-fare scheme be agreed;
- (3) that the term of the formal Agreement between Surrey County Council and the eleven Surrey Districts be reduced from nine to three years; and
- (4) that the Director of Resources writes to the County asking them to reconsider their decision to reduce funding for the Concessionary Fares Scheme from £1.74 million to £370,000, in light of the recent Local Transport Plan (LTP) settlement awarded to the County for 2001/2002, and copies his letter to all other Surrey Districts.

#### 105/01 TERMS OF REFERENCE - AMENDMENT BY THE EXECUTIVE

The Council considered the recommendations of the Executive on the need to resolve an anomaly in the Terms of Reference for the Executive, concerning financial thresholds for the approval of Supplementary Estimates.

RESOLVED that the Council approve the amendments to the Executive Terms of Reference, as detailed in the report of the Director of Resources, to the Executive in relation to financial thresholds for the approval of Supplementary Estimates to reflect the same wording as in Financial Regulations (paragraph 7.4.3).

#### 106/01 BEST VALUE PERFORMANCE PLAN (BVPP) 2001/2002

The Council considered the recommendations of the Executive on the Best Value Performance Plan Summary which must be published before 31st March, 2001.

RESOLVED:-

- (1) that the Performance Indicators for 1999/2000 and the projected results for 2000/2001 and the results of the General Household Survey and the Surveys relating to Planning and Housing Benefits be noted;
- (2) that the draft Summary Best Value Performance Plan 2001/2002, as amended at paragraphs (a) to (g) above be approved, subject to the Chief Executive confirming the actual percentage Targets to be included, as necessary;
- (3) that the draft Corporate Targets 2001/2002 be approved, subject to the Chief Executive adding an appropriate target to cover measures to deal with the increasing problem of youths congregating on street corners in the Borough and the implications for Fear of Crime and Youth Crime;
- (4) that the targets set for the Performance Indicators for 2001/2002 be approved;
- (5) that a Seminar for all Members be held at 7.00pm on Monday 14th May, 2001, on Spelthorne's performance against Corporate Targets for 2000/2001 and the Performance Indicators for 1999/2000; and
- (6) that any key issues arising from the results of the General Household Survey and the Surveys relating to Planning and Housing Benefits, be reported to the appropriate Review and Scrutiny Committee(s) for consideration.

#### 107/01 STANDARDS COMMITTEE

The Council considered the recommendations of the Standards Committee on an amendment to the Council's Anti Fraud and Corruption Strategy.

RESOLVED that the section on Detection and Investigation in the Council's Anti Fraud and Corruption Strategy be amended to incorporate the following as paragraph 16 and 17:-

"In the Event that fraud is suspected on the part of contractors' employees or internally, by staff involved in agency or contract work on behalf of other bodies, procedures and responsibilities for reporting an initial investigation are the same as for staff. The Council will inform and involve employing contractors or agencies when appropriate.

Given the significance of benefit fraud in national and local statistics, the Council recognises the important role of its Benefit Fraud Investigation team in preventing and detecting benefit fraud. The Council will continue to support this function where working methods, resources and participation in national initiatives are under constant review."

#### 108/01 EXECUTIVE

The Leader of the Council, Councillor F. Davies, presented his report which outlined the various matters the Executive had dealt with since the last

Council meeting.

109/01 COMMUNITY COMMITTEE

The Vice-Chairman of the Community Committee, Councillor M.J. Paton, presented the report which outlined the matters the Community Committee had dealt with since the last Council meeting.

110/01 ECONOMIC COMMITTEE

The Chairman of the Economic Committee, Councillor Mrs D.L. Grant, presented her report which outlined the matters the Economic Committee had dealt with since the last Council meeting.

111/01 ENVIRONMENT COMMITTEE

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

112/01 PLANNING COMMITTEE

The Chairman of the Planning Committee, Councillor G.S. Ceaser, presented his report which outlined matters the Planning Committee had dealt with since the last Council meeting.

113/01 APPOINTMENTS TO OUTSIDE BODIES

a. St Mary's C of E Junior School, Clare Road, Stanwell

RESOLVED that the School be advised that the Council is unable to fill this appointment and that the Chief Executive be asked to make enquiries of the business community to ascertain if a suitably qualified volunteer can be found.

b. Ashford Park Primary School, Station Crescent, Ashford

RESOLVED that Major Ronald Miller be appointed to serve as the Council's representative to serve on the Governing Body of Ashford Park Primary School, Ashford, until 14th December, 2004.

c. Shortwood Infant School, Stanwell New Road, Staines

RESOLVED that the School be advised that the Council is unable to fill this appointment and that the Chief Executive be asked to confer with the School on this matter.

d. THE ASHFORD (MIDDLESEX) SICK OR NEEDY CHARITY

RESOLVED that Mrs Wall and Mr Hatchman be appointed to serve as Trustees on the Ashford (Middlesex) Sick or Needy Charity until 22nd February, 2005.

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## RECOMMENDATIONS FROM THE EXECUTIVE

### 1. APPLICATIONS FOR WORK TO TREE PRESERVATION ORDER (TPO) TREES BY THE COUNCIL

1.1 The Executive have considered a report proposing a change to the Council's Scheme of Delegation to Officers, in order that approval of applications by the Council for work to Tree Preservation Order (TPO) trees, in the Council's ownership, might in future be delegated to the Director of Resources. This delegation was currently held by the Director of Community Services, but it was felt appropriate that this should change as he would be responsible for undertaking any work on such trees subject to applications being approved.

1.2 **The Executive recommends that:**

- (1) That the Council be recommended to approve an amendment to the Council's Scheme of Delegation to Officers, in order that the Director of Resources be delegated to take decisions on applications for work to preserved trees (under TPOs) made by the Council on its own land.**
- (2) That any site Notices in relation to such applications should be in the name of the Director of Resources.**

### 2. APPOINTMENT OF HONORARY ALDERMEN AND FREEMEN OF THE BOROUGH

2.1 The Executive have considered a report on nominations received from the Conservative Group for the appointment of Honorary Aldermen and Honorary Freemen of the Borough. Each of the three candidates nominated, namely, former Councillors P.C. Williamson and G. Kaye and Mr. Ian Allan have satisfied the criteria laid down for nomination and the Executive support the nominations being recommended to the Council. The practical procedures for making appointments of Honorary Aldermen and Honorary Freemen, involve the holding of a Special Council Meeting on an appropriate date to be discussed and this will be recommended by the Leader to the Council meeting on 26<sup>th</sup> April, 2001.

2.2 **The Executive recommends that:**

- (1) That the Council approve, in principle, the nominations of former Councillors P.C. Williamson and G. Kaye for appointment as Honorary Aldermen of the Borough and of Mr. Ian Allan for admission as an Honorary Freeman of the Borough and that details of the past services to the Borough of each of these three persons be circulated at or before the Council meeting on 26th April, 2001.**
- (2) (That a Supplementary Estimate of £2,000 be approved to cover the cost of the Honorary Aldermen/Honorary Freemen presentations to be made at a Special Council Meeting.**

**(3) That a Special Council Meeting be held for the Honorary Aldermen/Honorary Freemen presentations on an appropriate date to be agreed by the Chief Executive, in consultation with the Leader of the Council, and recommended to the Council Meeting on 26<sup>th</sup> April, 2001.**

**3. SOUTH STREET/THAMES STREET, STAINES - DUALLING - TOTAL COST OF WORKS**

3.1 The Executive have considered a report on the potential overspend on the final costs of the South Street/Thames Street, Staines Dualling Works and the Final Account payment to the Contractors, Alfred McAlpine Civil Engineering Limited.

**3.2 The Executive recommends that:**

**Approval be granted for a Supplementary Estimate of £416,400 to cover the costs of the Staines Town Centre Dualling works to be met from the New Schemes Fund.**

COUNCILLOR FRANK DAVIES

*Chairman of the Executive*

20th April, 2001

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## **REPORT OF THE LEADER ON THE WORK OF THE EXECUTIVE**

The Executive has met twice since the last Council meeting and this is an overview of the main items we have considered. We have made recommendations to the Council on **3** separate issues and these appeared earlier on tonight's agenda.

I set out below a brief summary of some of the significant issues we have been discussing.

### **MODERNISATION ISSUES**

#### **Local Government Improvement Programme - First Follow-Up Visit**

We were pleased to receive the report on the IDeA Review Team's first follow-up visit to Spelthorne, under the Local Government Improvement Programme, and to note that it was particularly complimentary about the speed of the Council's response to the issues around ICT. We have agreed that further consideration should be given to the training needs of individual Members in their new roles.

### **STAINES TOWN CENTRE ISSUES**

#### **Relocation of Staines Day Centre**

We have agreed that a Special Meeting of the Executive be held at 6.00pm on Tuesday 22<sup>nd</sup> May, 2001 to consider a report from the Director of Community Services on options for the relocation of Staines Day Centre.

#### **High Street, Staines – Pedestrianisation Works – Appointment of Consultants**

We have endorsed the appointment of the Aspen Consulting Group to carry out the design and preparation of Contract documents for the Pedestrianisation of Staines High Street. We have agreed that a Press Release be issued to encourage local residents to respond to the article on High Street, Staines Pedestrianisation in the recent edition of the Borough Bulletin.

#### **Memorial Gardens Riverbank Protection Works**

We have agreed that James Nisbet and Partners be appointed as the Consultants to carry out the design of the Staines Riverbank Works and that a Supplementary Estimate of £10,000 be approved, to be met from the New Schemes Fund, to meet the increased cost of the consultancy work.

### **COUNCIL BUILDINGS AND PROPERTY**

#### **Progress Report - Laleham Nursery**

We have endorsed the report covering progress on the scheme for the multi-use of the Laleham Nursery Site. We also endorsed the scheme for improving Laleham Nursery, subject to provision of plenty of seating in the Quiet Park, provision of information plaques to capture the history of the site and proper signing to the "Ice House".



Subject to planning permission, we have in addition confirmed the capital expenditure of £60,000 on provision of a new glasshouse in 2001/2002, to be funded from the New Schemes Fund.

### **Staines Park - British Red Cross Building - Surrender of Lease**

We have approved the surrender of the Lease of the Council-owned building in Staines Park to British Red Cross in order to secure the use of the facility by the Council's Resource Centre.

## **COMMUNITY, LEISURE AND RECREATION ISSUES**

### **Spelthorne Community Festival - Review and Budget**

We received a report covering feedback on Festival 2000 and an update on plans for a rationalised programme of events for this year's Festival. We endorsed the outline programme for Festival 2001 and approved a Supplementary Estimate of £4,000 to cover the Budget shortfall, to be met from the underspend on the Budget for Festival 2000. Following this year's event, a report will be submitted to the Executive reviewing the outcome, including options for future sponsorship.

### **Review of Summersafe 1999/2000**

We have considered a report on feedback from Summersafe 1999 and 2000 and an update on plans for a changed approach to Summersafe 2001 by offering a new trial programme of events targeted at two different age ranges of young people. We have agreed to this change in the approach to Summersafe, approved the proposal to run two schemes in parallel and have supported the making of substantial increases in the scheme fees to bring them into line with Spelthorne's Summerplay charges. We have agreed that a report be submitted to the Community Committee for consideration, on the outcome of the pilot scheme and whether there has been any measurable reduction in youth crime as a result. Any recommendations from that Committee would be reported to the Executive.

## **SUPPORT FOR LOCAL ORGANISATIONS**

### **Sunbury Millennium Embroidery**

We have considered a report relating to the Queen's visit on 14th June, 2001 to view the Sunbury Millennium Embroidery in the Walled Garden, Sunbury on Thames and have agreed to finance provision of a marquee at an estimated cost of £3,500 and provision of temporary toilets at an estimated cost of £600.

### **Spelthorne Museum – Security of Tenure of Lease**

We have granted the Spelthorne Archaeological Field Group a new lease of 21 years of the Museum premises, subject to the inclusion of appropriate break clauses.

## **FINANCIAL ISSUES**

### **Insurance Premium Renewals – 1st April, 2001**

We considered a report on the preliminary negotiations with the Council's insurance companies and agreed a Supplementary Estimate to a maximum of £127,400 to meet sharp premium increases on Spelthorne's insurance cover in 2001/2002. We authorised the Director of Resources, in consultation with myself as Chairman, to accept the most advantageous insurance quote, to commence on 1st April, 2001. Also we agreed that a report be submitted to the Economic Committee with an analysis of claims over the past three years and proposed action for containing or reducing future insurance premiums.

## **HOUSING AND COMMUNITY CARE ISSUES**

### **Supporting People (SP)**

We have considered a report on the latest position in regard to the Government's Supporting People (SP) arrangements. We have noted the Joint Action being undertaken in response to SP by the Surrey Chief Executives, the Surrey Chief Housing Officers and the Surrey Local Government Association (LGA) and have approved Spelthorne's allocation of a £19,145 administration grant as the Borough Council's contribution to the combined County fund.

## **PLANNING ISSUES**

### **Surrey Structure Plan : Deposit Draft**

We have agreed the Council's formal response to the Deposit Draft of the Surrey Structure Plan. Two major issues in the Plan were future housing provision in the County and Rail Links to Heathrow. We have advised Surrey County Council that Spelthorne supports the overall strategy of the Plan, and specifically supports the approach of making provision for new residential development in the County based on an assessment of the capacity to accommodate such development satisfactorily in existing urban areas. Also, the County were advised that whilst the provision of rail links to Heathrow from the south is accepted, in principle, no protection should be given in the Plan to any proposed Airtrack route through the Borough of Spelthorne until a full assessment of its environmental impact has been undertaken and properly analysed.

## **CONTRACTS AND PROPERTY MATTERS**

### **Municipal Services Contracts**

We have agreed a proposal for an extension of the term of the current Grounds Maintenance Contract, to enable the Best Value studies on municipal contracts to be completed. We have authorised negotiations on an extension with SITA (BG) Ltd., and subject to a satisfactory outcome, the Contract will be extended to 30th November, 2003.

### **Spelthorne Museum - Storage at Malt House**

We have accepted a Lease of the Malt House, Staines from Surrey County Council for a period of 2 years, and have agreed a concurrent sub-letting of the premises to the Spelthorne Museum for storage purposes.

## **REFERENCES FROM OTHER COMMITTEES**

We have agreed the recommendations from the final meetings of the Revenues and Benefits, Income, Debtors and Support (IDS), Financial Services (Accountancy, Creditors

and Insurance) and Asset Management and Legal Services Best Value Review Panels, in particular, an overall annual saving of £42,250 and the closure of the Spelthorne Lottery.

In relation to the Contracts Services Trading Accounts, we have agreed a Supplementary Estimate of £20,000, to be funded from the Council DSO Reserve Account, to cover the losses incurred on the Spelthorne Housing Association (SHA) Contracts and on the disposal of various assets.

We have endorsed the proposed response to the DETR by the Environment Committee to the Government Consultation Document on the Future of Aviation, subject to the addition to the response of the comments on specific issues raised by the Executive.

COUNCILLOR FRANK DAVIES

20th April, 2001

***Chairman of the Executive***

■ [Council Agenda & Reports 26/4/01](#)

## **REPORT OF THE CHAIRMAN ON THE WORK OF THE ECONOMIC COMMITTEE**

**The Economic Committee has met once since the last Council meeting and this report gives an overview of the key issues considered by the Committee.**

### **1. FUTURE ISSUES**

My Committee discussed ways to enhance its scrutiny role and identified a general approach that could be taken when reviewing a particular topic. Having agreed this general approach the Committee went on to identify how the four issues raised by individual members should be progressed. (Highway infrastructure of Staines Town Centre, Budget issues, Fees and Charges, Use of Consultants).

To progress three of these issues my Committee have called for reports to be presented to its June meeting on:

- (a) How the Committee might look at individual service area budgets with a view to the Committee being involved throughout the year on the preparations of some service area budgets for 2002/2003;
- (b) Comparing this Council's Fees and Charges with those of neighbouring authorities; and
- (c) The use of consultants by all services in the last few years with details of costs and individual briefs.

### **2. EQUAL OPPORTUNITIES MONITORING**

My Committee considered a detailed monitoring report on the make-up of the current workforce by gender, disability, ethnicity and age. The report included details of the results of the recruitment monitoring for the period January to December 2000.

### **3. STAINES CEMETERY AND LAMMAS RECREATION GROUND**

My Committee had requested an explanation for the difference between the original budget approved by the Executive for the provision of disabled facilities and the tender price received as part of the Planned Maintenance work.

We noted that the original bid had been approved as part of the Council's special items budget and was intended to address the short term problems associated with the old facilities. A later stock condition inspection identified that the temporary measures proposed would not be economical and longer term more comprehensive improvements were needed. Therefore the original budget and the tender price were not for the same work.

### **4. CONTRACTS SERVICES**

My Committee considered the report of the Head of Contracts Services on the trading position for each service provided by Contracts Services as at 31<sup>st</sup> January 2001.

COUNCILLOR MRS DENISE GRANT

20TH April, 2001

***Chairman of the Economic Committee***

**[-Council Agenda & Reports 26/4/01](#)**

## **REPORT OF THE CHAIRMAN ON THE WORK OF THE ENVIRONMENT COMMITTEE**

The Environment Committee met on the 20<sup>th</sup> March, and we hosted Members from Basingstoke and Deane Council who were attending the meeting to observe the Overview and Scrutiny role of Spelthorne's new Business system, and our Environment Committee in particular.

This report gives an overview of the key issue considered by the Committee at our last meeting.

### **THE FUTURE OF AVIATION - GOVERNMENT CONSULTATION DOCUMENT ON AIR TRANSPORT POLICY**

The Principal Planning Officer informed us that the last comprehensive Government policy statement on aviation had been the Airports White Paper in 1985. Since that time policy development work had focused on a series of regionally based studies, known as SERAS. The main output so far had been an appraisal framework produced to provide a basis for assessing alternatives. The next stage would be the publication of options for public consultation. However, it was not the Government's intention to publish options for the south east until after the Terminal 5 decision which was expected late this year.

The Future of Aviation document formed a separate strand in policy development. It was wide ranging, seeking views on factors to be taken into account in policy development, particularly the appropriate balance between economic and environmental considerations. As such it did not contain any site-specific proposals. The Government's intention was that the response to the Future of Aviation and the regional studies, taking into account the decision on Terminal 5, would feed into the production of a new Airports White Paper.

We submitted a comprehensive response on The Future of Aviation Consultation Document to the Executive seeking their agreement, which I am pleased to say was endorsed with further comments of their own.

COUNCILLOR GERRY FORSBREY

20TH April, 2001

***Chairman of the Environment Committee***

## **REPORT OF THE CHAIRMAN ON THE WORK OF THE PLANNING COMMITTEE**

The Planning Committee has met twice since my previous report to Council on 22nd February 2001. This report therefore gives an overview of the key applications considered by the Planning Committee at its meetings on 28th February and 28th March 2001. It also gives a brief update on other related matters.

1. The Committee meeting on 28th February 2001 dealt with 17 items plus one additional confidential enforcement item. 16 of the 17 main agenda items were agreed by Members as per the officer recommendations. One recommendation for approval was overturned and refused by the Committee.

Public speaking took place on five of the items with a total of seven people taking the opportunity to address the Committee.

The significant approvals on the agenda related to:-

- (i) erection of 17 residential units (11 no. 2-bed flats, 1 no. 1-bed flat plus 5 no. 3-bed terraced houses) at 70-80 Feltham Road, Ashford.
- (ii) erection of classrooms and sports hall at Staines Preparatory School, Staines.
- (iii) erection of 3800 sq metres of office floorspace in a new 3-storey building at Harris Way, Sunbury.

The only significant refusal related to the recommendation to approve that was overturned and refused by the Committee. In this case, the application related to:-

- (i) the conversion of ground floor shops to five residential units, the extension of five existing residential units and the creation of three new residential units within the roof space at Thames Corner, Sunbury. The Committee considered that, in broad terms, the proposal constituted an unacceptable overdevelopment of the site.

2. The Committee meeting on 28th March 2001 dealt with 14 items plus one additional confidential enforcement / tree works item. 12 of the 14 main items were agreed by Members as per officer recommendations, one was deferred due to the late receipt of information requiring detailed assessment by officers and one recommendation for approval was overturned and refused by the Committee.

Public speaking took place on three of the items with a total of four people taking the opportunity to address the Committee.

The significant approvals related to:-

- (i) erection of 13,152 sq metres of office floorspace in a new three storey office building at the former Celotex Works site, Hanworth Road, Sunbury.

- (ii) erection of 7 flats (five no. 2-bed and two no. 1-bed) at 245 Staines Road West, Ashford.
- (iii) erection of 3 no. five-bed detached houses in Broadlands Avenue, Sunbury.

There were no significant refusals per se although Members may care to note that the overturned recommendation referred to above resulted in the refusal of new dormer windows in the flank of a detached bungalow in Walton Bridge Road, Shepperton. Enforcement action was also authorised.

3. Other matters of interest

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Performance figures

The national DETR performance figures for the determination of planning applications within the 8 week period for the year ending 31st December 2000 have been published. These show that, for the full calendar year, Spelthorne dealt with 75% of all applications within the 8 week period. The published figures reveal this was the highest performance in Surrey, with Mole Valley (73%) and Surrey Heath (71%) next closest.

The full year figures for the County will be included in a Members Bulletin item shortly.

Our own performance figures for February and March 2001 are as follows:-



	<u>Householder</u>	<u>Overall</u>
February	95%	74%
March	76%	61%

This means our full 2000/2001 figures are as follows:-

	<u>Householder</u>	<u>Overall</u>
April 2000-March 2001	85.5%	73.5%

This compares with 86% and 76% respectively for 1999/2000.

In terms of the number of applications received and determined our figures show:-

	<u>Applications received</u>	<u>Applications Determined</u>
1998/1999	868	762
1999/2000	933	905
2000/2001	907	892

Finally, Members may be aware that our development control service was the subject of a Best Value Inspection during the week 5th-9th March (inclusive). The two Inspectors have now made an initial interim presentation on their findings and a full report will be made by the Inspectors in the near future. Members will of course be advised of the outcome of the inspection as soon as it is available.

COUNCILLOR GERRY CEASER

20th April, 2001

***Chairman of the Planning Committee***