

Council - 23 June 2005

Time: 7.30pm

Place: Council Chamber

1 APOLOGIES FOR ABSENCE

To note the apologies received from the Mayor, Councillor Mrs P Weston (who is attending a civic function) and Councillors Mrs J.M Wood-Down and to receive any other apologies for non-attendance.

2 MINUTES

To confirm as a correct record the Minutes of the Annual Meeting of the Council held on 19 May 2005

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 DEPUTY MAYOR, THE LEADER OR THE CHIEF EXECUTIVE

5 QUESTIONS FROM MEMBERS OF THE PUBLIC

The Leader or his nominee to answer any 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).

6 PETITIONS

To receive any petitions submitted to the Council.

7 CHANGES TO THE COUNCIL'S CONSTITUTION - MONITORING OFFICER PROTOCOL

The Council at its Special meeting on 14 March 2005 confirmed the appointment of Mr Michael Graham as Monitoring Officer, in accordance with Article 4.2(i) of the Council's Constitution. Mr Graham, who commenced his duties at Spelthorne on 31 May 2005, has appointed Victoria Monk, Principal Solicitor, as the Deputy Monitoring Officer, under Section 5 of the Local Government and Housing Act 1989. This appointment requires some amendments to the Monitoring Officer Protocol under Part 5, section (h), of the Council's Constitution.

The Council is asked to authorise the making of the necessary amendments to the Monitoring Officer Protocol within the Constitution to reflect the appointment of Victoria Monk, Principal Solicitor, as the Deputy Monitoring Officer.

8 RECOMMENDATIONS OF THE EXECUTIVE

To consider the recommendations of the Executive on the following matters:-

(Attached as Appendix 2)

1. **Byelaws under Part VIII of the Local Government (Miscellaneous Provisions) Act 1982, as amended by the Local Government Act 2003, on Body Piercing, Electrolysis, Acupuncture, Tattooing and Semi Permanent Skin Colouring.**
2. **Spelthorne Corporate Plan 2005/2008 (to follow)**

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 RECOMMENDATIONS OF THE STANDARDS COMMITTEE

To consider the recommendations of the Standards Committee on the **Protocol of Member/Officer Relations** (attached at Appendix 3)

10. REPORT FROM THE LEADER OF THE COUNCIL

To receive a report from the Leader of the Council on the work of the Executive (attached at Appendix 4).

11. REPORTS FROM THE CHAIRMEN OF THE IMPROVEMENT AND DEVELOPMENT AND PERFORMANCE MANAGEMENT AND REVIEW COMMITTEES

To receive the reports from the Chairmen of the Improvement and Development and Performance Management and Review Committees on the work of their Committees (attached at Appendices 5 and 6).

12. REPORTS FROM THE CHAIRMEN OF THE PLANNING AND STANDARDS COMMITTEES

To receive the reports from the Chairmen of the Planning and Standards Committee on the work of their Committees (attached at Appendices 7 and 8).

13. QUESTIONS ON WARD ISSUES

The Leader or his nominee to answer any 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).

14. GENERAL QUESTIONS

The Leader or his nominee or relevant Committee Chairman to answer any 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).

15. ENDORSEMENT OF NOMINATION TO SERVE ON LOCAL SCHOOL GOVERNING BODY

St Ignatius RC Primary School, Sunbury

The Clerk to Governing Body of St Ignatius RC Primary School, on behalf of the School Governors, is seeking the Council's endorsement on the appointment of Mr Mark Heuchan as the minor authority representative on the Governing Body for the period until **September 2006**.

The Clerk advises that the governing bodies of all maintained schools, including St Ignatius, have to be reconstituted in line with new Government guidance by no later than September 2006. The St Ignatius School's new instrument of government will probably be made by either the Spring or the Summer of 2006. The Clerk also advises that the new school governing bodies constitutional arrangements **do not provide in future for any minor authority appointments**, but St Ignatius expect that if the nomination of Mr Heuchan is endorsed by the Council, the School will be able to keep him on in any other capacity on their Governing Body.

16. URGENT BUSINESS

To consider any urgent business.

17. 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.

18. RECOMMENDATIONS OF THE EXECUTIVE ON EXEMPT MATTERS (GOLD PAPER)

To consider the recommendation of the Executive on the exempt matter set out below:-

Leisure Centre Procurement Update

(Paragraph 9 - Terms of an existing Contract and proposed Terms of a new Contract)

(Exempt Appendix 9 - to follow) (For circulation to Council Members only).

MINUTES OF THE SPELTHORNE BOROUGH COUNCIL MEETING

At the Annual Meeting of the Borough Council held in the Council Chamber, Council Offices, Knowle Green, Staines On Thursday 19 May, 2005 at 7.30pm

Amos Mrs P C	Grant Mrs D L	Pinkerton J D
Ayers F	Hirst A P	Ponton Mrs J E
Bhadye S	Hyams Mrs M	Royer M T
Bouquet M L	James P R	Searancke E J
Ceaser G S	Langridge-John J B	Sider R W
Chouhan K	Leighton Mrs V J	Spencer Mrs C L
Colinson-Crawford R B	Lorch S B S	Strong C V
Culnane E K	Madams M J	Trussler G F
Davies F	Napper Mrs I	Turner Mrs D
D'Sa R V	O'Hara E	Weston Mrs P
Forsbrey G E	Packman J D	Wood-Dow Mrs J M
Fullbrook J M	Pinkerton Mrs J M	

Davies T (Co-opted Member)

139/05 ELECTION OF MAYOR

The retiring Mayor, Councillor G.F. Trussler, welcomed all Members and guests to the Annual General Meeting of the Council. He thanked Members for allowing him to serve as Mayor, and gave a report on his year in office. He noted that the press had covered 255 events during his year in office, and in particular, he highlighted his attendance at the Royal garden party, the Civic Service, the Queen's Award for Kingston Technology at Sunbury, the River Day, the inauguration of the Bishop of Guildford, the opening of HMP Bronzefield, the Charity Ball, and the silk painting exhibition at Staines Methodist Church. Councillor Trussler also spoke about the memorial service, held for the victims of the Trident disaster, in June 2004, and his attendance at the funerals of former Mayors, Geoff Kaye and Albert Sawyer.

Councillor Trussler noted that this was the 15th year of twinning with Melun, and spoke warmly of recent celebrations, his opening of the French cheese market and visit of the Deputy Mayor of Melun during the year.

He thanked his organising group for their support, and the press. In particular he thanked Councillor Sider for producing a video record of his year in office, and his secretary, Sue Hulme for her helpfulness. Having witnessed their hard work, he also praised the many volunteers in the Borough and thanked them for their dedication.

Finally, he thanked his wife for her support as Mayoress, and presented her with a gift.

It was moved by Councillor Mrs D. Grant and seconded by Councillor G.S. Ceaser that Councillor Mrs P. Weston be elected Mayor for the Municipal Year 2005/2006.

In moving the motion Councillor Mrs Grant reported that Councillor Mrs Weston would be a great ambassador for Spelthorne, and praised her great resolve. She noted Councillor Mrs Weston's active community involvement and her service on many committees. In particular she highlighted her role as a school governor, with the sea cadets and as a Charitable Trustee. Councillor G.S. Ceaser in seconding the motion referred to Councillor Mrs Weston's commitment and integrity, and her diligence as a councillor.

RESOLVED that Councillor Mrs P. Weston be appointed Mayor for the Municipal Year 2005/2006.

Councillor Mrs P. Weston made the declaration of acceptance of office as Mayor of the Borough of Spelthorne and took the Chair. She thanked her proposer and seconder and those who had supported her in her election as Mayor, which she accepted with pride. She thanked Councillor

G.F. Trussler for his advice to her as Deputy Mayor, and presented him with the past Mayor's badge and a scrapbook commemorating his year in office. In return Councillor Trussler offered his best wishes to the Mayor for her forthcoming year in office.

The Mayor reported that her Mayor's Charity Fund would be supporting three main local charities which were the Breast Cancer Unit at Ashford and St Peter's Hospital, the Crest information and support centre for cancer patients, and the One to One friendship scheme.

She thanked Members, friends and family for their support during her year as Deputy Mayor, and stated that she was honoured and privileged to be the Mayor.

140/05 APOLOGIES

Apologies for absence were received from Councillors Miss Bain, I.J. Beardsmore, H.R. Jaffer and J.M. Paton, and Mr M. Litvak.

141/05 MINUTES

RESOLVED that the Minutes of the meeting held on 28 April 2005, be approved as a correct record.

142/05 ELECTION OF DEPUTY MAYOR

It was moved by Councillor E. O'Hara and seconded by Councillor F. Ayers and

RESOLVED that Councillor M.T. Royer be appointed Deputy Mayor for the Municipal Year 2005/2006.

Councillor M.T. Royer made the declaration of acceptance of office as Deputy Mayor of the Borough of Spelthorne and thanked his proposer and seconder and the Council for appointing him.

143/05 ANNOUNCEMENTS FROM THE MAYOR

The Mayor reminded Members that a Seminar on flooding issues facilitated by the Environment Agency would take place on 23 May 2005.

She announced the following civic events with full details being obtained from the Mayor's Secretary.

Ashford on the Map Fete and Mayor's Raffle – 5 June 2005.

Mayor's Civic Service at St Matthew's Church, Ashford – 12 June 2005.

144/05 ELECTION OF LEADER AND DEPUTY LEADER OF THE COUNCIL

It was moved by Councillor Mrs J. Wood-Dow and seconded by Councillor Mrs C. Spencer and

RESOLVED that Councillor G.S. Ceaser be appointed Leader of the Council for the Municipal Year 2005/2006.

It was moved by Councillor A. Hirst and seconded by Councillor E.J. Searancke and

RESOLVED that Councillor E.K. Culnane be appointed Deputy Leader of the Council for the Municipal Year 2005/2006.

The Council was informed that the Liberal Democrat Group had appointed Councillor C.V. Strong as the new Leader of their Group and that Councillor I.J. Beardsmore would be the new Deputy Leader.

145/05 APPOINTMENT OF THE EXECUTIVE

It was moved by Councillor G.S. Ceaser and seconded by Councillor E.K. Culnane and

RESOLVED:

- (a) That an Executive of 6 members be appointed comprising the Leader and the Deputy Leader of the Council and Councillors G.E. Forsbrey, Mrs D.L. Grant, Mrs V.J. Leighton

and E.J. Searancke, with the terms of reference and functions set out in Part 3 (a) of the Council's Constitution; and

(b) that the members of the Executive hold the following portfolios:

Community Safety and Community Liaison	Councillor E.K. Culnane
Adult and Elderly Services	Councillor Mrs V.J. Leighton
Children and Young People Services	Councillor Mrs. D.L. Grant
Environment and Planning	Councillor G.E. Forsbrey
Corporate Services	Councillor E.J. Searancke

146/05 ESTABLISHMENT OF COMMITTEES, ALLOCATION OF SEATS AND APPOINTMENT OF MEMBERS

Details of the proposed committees, their size, the political allocation of seats and the members to serve on them had been circulated as **Appendix A** to all members of the Council.

It was moved by Councillor G.S. Ceaser and seconded by Councillor E.K. Culnane and

RESOLVED:

- (a) That the Council appoint the six committees indicated in **Appendix A** with the terms of reference and functions as set out in Part 3 (a) of the Council's Constitution;
- (b) That the allocation of seats on the six committees be as shown on **Appendix A**;
- (c) That Part 4 (a) of the Council's Constitution, Standing Order 8.2 (e) (i) be amended to revise the wording to read "that no more than two members of the executive shall be appointed as members of the Planning Committee or the Licensing Committee";
- (d) That the Members appointed to serve on the six committees be as shown on **Appendix A**; and
- (e) That Mr M. Litvak and Mr T. Davies be appointed as Chairman and Vice-Chairman of the Standards Committee, respectively.

147/05 CHAIRMEN OF AREA FORUMS

It was moved by Councillor G.S. Ceaser and seconded by Councillor E.K. Culnane and

RESOLVED that the Chairmen of the five Area Forums for the Municipal Year 2005/2006 be appointed as shown on **Appendix B**, as follows:

Ashford	Councillor F. Ayers
Shepperton	Councillor R.W. Sider
Staines and Laleham	Councillor E. O'Hara
Stanwell and Stanwell Moor	Councillor Mrs C.L. Spencer
Sunbury	Councillor A.P. Hirst

148/05 DISCRETIONARY HOUSING PAYMENTS REVIEW BOARD

It was moved by Councillor G.S. Ceaser and seconded by Councillor E.K. Culnane and

RESOLVED that all Members of the Council, other than those appointed to the Executive, be appointed to form a Panel from which Discretionary Housing Payments Review Boards could be drawn, as necessary.

149/05 APPOINTMENTS BY THE COUNCIL TO OUSIDE BODIES

(a) South West Middlesex Crematorium Board [Appendix C refers]

It was moved by Councillor G.S. Ceaser and seconded by Councillor E.K. Culnane and

RESOLVED that Councillor Mrs D.L. Grant be appointed as the Council's representative and Councillor A.P. Hirst be appointed as deputy to serve on the South West Middlesex Crematorium Board.

(b) Surrey County Districts Film Licensing Joint Committee [Appendix C refers]

It was moved by Councillor G.S. Ceaser and seconded by Councillor E.K. Culnane and

RESOLVED that Councillors Mrs D.L. Grant and Mrs J.M. Wood-Dow be appointed as the Council's two representatives to serve on the Surrey County Districts Film Licensing Joint Committee.

Mayor _____

23 June, 2005

FULL RECOMMENDATIONS OF THE EXECUTIVE

1. BYELAWS UNDER PART VIII OF THE LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982, AS AMENDED BY THE LOCAL GOVERNMENT ACT 2003, ON BODY PIERCING, ELECTROLYSIS, ACUPUNCTURE, TATTOOING AND SEMI PERMANENT SKIN COLOURING

1.1 The Executive has considered a report on the recommendations of the Licensing Committee held on 6 April 2005 on the adoption by the Council of Byelaws on body piercing, electrolysis, acupuncture, tattooing and semi permanent skin colouring.

1.2 The Executive recommend to the Council:

- (1) That Byelaws be made under Sections 14 to 17 inclusive of the Local Government (Miscellaneous Provisions) Act 1982 (as amended by Section 120 and Schedule 6 of the Local Government Act 2003) for the control of acupuncture, tattooing, cosmetic (body) piercing, semi permanent skin colouring and electrolysis to apply to the area of this Council.**
- (2) That the Byelaws shall be in the form as set out in Appendices I (“Cosmetic Piercing and Electrolysis”) II (“Acupuncture”) and III (“Tattooing and Semi-Permanent Skin Colouring”) of the Report of the Strategic Director (Community) to the Licensing Committee.**
- (3) That the Common Seal of the Council be affixed to the Byelaws.**
- (4) That the Council’s Head of Corporate Governance be authorised to carry out the necessary procedure and to apply to the Secretary of State for confirmation of such Byelaws.**

2. SPELTHORNE CORPORATE PLAN 2005/2008

2.1 The Executive has considered a report on the draft Spelthorne Corporate Plan for 2005/2008. As Spelthorne is rated Excellent following its CPA, it now has more flexibility over what to include within the Plan. The layout of the Plan is changed somewhat from last year. One of the key changes is the whole document is now considered to be the Council’s “Route Map” showing Spelthorne’s corporate strategic aims, its achievements, the proposed further external validation and the public consultation on what this means for Spelthorne Residents.

2.1 The Executive recommends that the Council notes the corporate strategic aims and targets for the Council listed in the Corporate Plan 2005/2008 and that the Council approves the Corporate Plan for adoption.

Councillor Gerry Ceaser
Leader of the Council

23 June 2005

RECOMMENDATIONS OF THE STANDARDS COMMITTEE

1. PROTOCOL FOR MEMBER/OFFICER RELATIONS

1.1 The Standards Committee discussed, as part of the global review of the Council's Constitution, the current Member/Officer Protocol to see whether any areas of the Protocol needed to be revised.

1.2 RECOMMENDATION TO THE COUNCIL:

The Standards Committee recommend to the Council that the Protocol for Member/Officer Relations be amended to provide a reference to Freedom of Information on the following lines:

'Officers are subject to the provisions of the Freedom of Information Act 2000 (FOIA) and Members may also be subject to the Act in respect of work undertaken on behalf of the Council as opposed to the political party. Both are reminded of their duties under the FOIA in respect of requests for information and any questions in this area should be addressed to the Council's Freedom of Information Officer.'

Murray Litvak
Chairman of the Standards Committee

23 June 2005

REPORT FROM THE LEADER OF THE COUNCIL ON THE WORK OF THE EXECUTIVE

This is my first report as Leader and since taking on that office the Executive has met on one occasion. This report is an overview of some of the more significant issues we have been discussing at our meeting on 24 May 2005. We have made recommendations to the Council on three matters, which appear separately on this Agenda.

ISSUES INCORPORATING ALL 4 CORPORATE PRIORITIES

NOMINATIONS OF MEMBERS FOR APPOINTMENT TO THE SURREY LOCAL GOVERNMENT ASSOCIATION [SLGA] AND SLGA OUTSIDE BODIES

We have nominated Members for Appointment to serve on the Surrey Local Government Association and SLGA Outside Bodies for terms of one, two or three years, respectively and are awaiting the decision of the SLGA on our nominations to their Outside Bodies.

PROPOSAL FOR BEST VALUE REVIEW PROGRAMME 2005/2006

We have agreed a Best Value Review Programme for 2005/2006 to look at the topics of Use of Resources for report back to the Executive by July or September 2005 and of Community Transport Review for report back to the Executive by March 2006, with an interim report to the Executive in either July or September 2005.

BEST VALUE REVIEW – PROCUREMENT

We have agreed a revised Improvement Plan arising from the Best Value Review of Procurement as set out at Annex B to the report of the Strategic Director (Support). The original Improvement Plan was previously reported to the Executive on 8 February 2005. Executive Members have noted that, in the light of the findings for the Improvement and Development Agency [IDeA] Procurement Fitness Check, the Improvement Plan has since been amended by the addition of a new section summarising the IDeA's findings.

LOCAL GOVERNMENT PENSIONS SCHEME

We have considered a report on the draft Regulations issued by the Office of the Deputy Prime Minister (ODPM) which, subject to the statutory consultation which ended on 31 May 2005, would retrospectively revoke the changes made to the Local Government Pension Scheme [LGPS] from 1 April 2005.

The letter from the ODPM accompanying the draft Regulations and which set out the position going forward was attached at Appendix A to the report of the Strategic Director (Support). The Employer's Organisation has drafted a response to the statutory consultation, as set out at Appendix B to the report of the Strategic Director (Support), and the Organisation was seeking confirmation on whether Spelthorne and other Local Authorities supported the views expressed in their response.

Members have requested that the Strategic Director (Support) reviews how the LGPS is promoted in terms of it being an added benefit in relation to the Council's recruitment and retention policy.

We have supported the Employer's Organisation's response to the statutory consultation, and made this known in writing, which makes clear the significant financial impact on Spelthorne and on other Local Authorities from the Government revoking the April 2005 changes to the Local Government Pension Scheme.

MAKING SPELTHORNE A BETTER PLACE

PLANNING DELIVERY GRANT 2006/2007

We have considered a report providing details of the Government's two-stage Planning Delivery Grant (PDG) for Spelthorne for 2005/2006 of £584,888, plus £52,000 for the Local Development Framework, with recommendations on a number of areas of proposed expenditure against the PDG total of £636,888. We have (1) noted the Planning Delivery Grant earned for 2005/2006 and agreed the areas of expenditure as set out in the report of the Strategic Director (Community), and (2) conveyed the thanks of the Executive to the Head of Planning and Housing Policy and his staff on their continuing outstanding performance in achieving the Planning Delivery Grant earned for 2005/2006.

GRANT APPLICATIONS – THE SURREY LAW CENTRE AND PARISH OF CHRIST CHURCH, STAINES

We have considered a report on two grant applications from the Surrey Law Centre and the Parish of Christ Church, Staines, respectively. Having careful regard to the agreed criteria for the award of grants by the Council, we have (1) rejected the application from the Surrey Law Centre for an increase in grant and (2) approved a grant in the sum of £7,500 for the Parish of Christ Church, Staines towards the cost of establishing an after School Drop In Club, subject to other funding being available for this project.

SHEPPERTON POST OFFICE

We have considered a report on Shepperton Post Office in response to the request in the motion passed at Council on 28 April 2005 for a report to be made to the next Executive.

We have agreed to support the Strategic Director (Community) in continuing to press the Post Office for a detailed explanation on their lack of action on this matter to date, as well as providing a proper service to local residents as soon as possible, to endorse the motion passed at Council on 28 April 2005, and that the Leader of the Council writes to the Chairman of the Post Office in support of the representations by the Council and the local residents, (1) expressing concerns that the Post Office have failed to provide a service in Shepperton, (2) drawing attention to the hardship caused to residents following the closure, (3) seeking guarantees on the Post Office's intentions for the re-opening of the Shepperton premises, (4) requesting that notices be placed in the premises by the Post Office to advise the public of any progress and (5) seeking clarification on whether the former Sub Postmaster is the leaseholder of the premises.

MAKING SPELTHORNE SAFER AND IMPROVING CUSTOMER SATISFACTION WITH SPELTHORNE'S SERVICES

FRAUD SANCTIONS POLICY 2004/2005

We have considered a report on a proposed Fraud Sanctions Policy for 2004/2005 to ensure that the Council acts reasonably and fairly when making decisions to prosecute in cases of fraudulent claims for Housing and Council Tax Benefits. We have approved the Fraud Sanctions Policy for 2004/2005, as set out at Appendix A to the report of the Strategic Director (Support), and have agreed the actual sanctions to be imposed under the Policy.

Councillor Gerry Ceaser
Leader of the Council

23 June 2005

REPORT FROM THE CHAIRMAN ON THE WORK OF THE IMPROVEMENT AND DEVELOPMENT COMMITTEE

The Improvement and Development Committee met on 9 June 2005, and considered the following items of business:

1. AUDIT SERVICES – ANNUAL PLAN 2005/2006

- 1.1 The Committee considered and noted a report from the Head of Audit Services, in which she explained how the annual plan was prepared and described proposed work during 2005/2006.
- 1.2 As the issue of more regular reports on the work of Audit Services was discussed, the Committee also resolved that the Executive be asked to consider establishment of an Audit Committee.

2. PLAY STRATEGY

- 2.1 The Play Development Officer gave a presentation on the Spelthorne Play Strategy and answered questions from members of the Committee. There are a number of national factors encouraging the development of play strategies. Locally, the strategy aims to convey the Council's vision on play, meet the needs of local children, and assess the quality and usage of existing play areas. Spelthorne has set up a community group to steer the strategy, and will shortly embark on consultation and review. The Committee therefore looks forward to receiving further reports on the Play Strategy early next year.

3. WORK PROGRAMME 2005/2006

- 3.1 The work programme for the remainder of the year was approved, and will encompass Best Value Reviews on Community Engagement and Use of Resources. These will be considered at the September meeting along with the Environment Strategy. In January 2006, the Committee will consider the Best Value Review on Community Transport and the Play Strategy.

Councillor Andrew Hirst
Chairman of the Improvement and Development Committee

23 June 2005

REPORT FROM THE CHAIRMAN ON THE WORK OF THE PERFORMANCE MANAGEMENT AND REVIEW COMMITTEE

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

1. CHANGES TO THE FORMAT OF THE AGENDA

- 1.1. Since becoming Chairman of this scrutiny Committee I have introduced various changes in the way the committee operates and which relates to the agenda. The latest change involves inviting the Portfolio Holders to attend meetings to present reports and answer questions on those areas under their portfolio. At this meeting Councillor G.E. Forsbrey the Portfolio Holder for Environment and Planning attended the meeting to present and answer questions on those Performance Indicators under his portfolio.

2. ANNUAL REPORTS

- 2.1. The Committee discussed three annual reports. The first covered the work undertaken last year by Audit Services. The second annual report was on treasury management and covered the Council's activities last year in the borrowing and investment market. The third report was on the external auditors Inspection Plan for 2005/2006 where it showed that we were a relatively low risk authority.

3. MONITORING OF NEW SCHEMES FUND

- 3.1. The Committee discussed the financial position of the new schemes fund, which covered the funds opening, and closing balances, expenditure incurred and interest earned for the financial year 2004/2005. It also provided a projected balance of £209,658 Capital and £2,678,881 Revenue at the end of 2008/2009.

4. PRESENTATION SPELTHORNE IN BLOOM

- 4.1. The Committee in receiving a presentation from the Head of Direct Services discussed how the Spelthorne in Bloom operates including its current status, community sponsorship obtained, the support provided by the council, the work undertaken by the Spelthorne in Bloom committee through to the benefits to the community as a whole.

5. TASK GROUP ARRANGEMENTS

- 5.1. The committee have two on going task groups. One is looking at ways of improving the current scrutiny arrangements with the second reviewing the effectiveness of arrangements for security in parks.

6. PERFORMANCE INDICATORS

- 6.1. The report on the performance indicators was split into two areas with the Portfolio Holder for Environment and Planning, Councillor G.E. Forsbrey presenting and answering questions on those indicators under his portfolio which included Planning, Local street and environmental cleanliness through to recycling of household waste.

6.2. The remaining analysis of the Council's performance against corporate targets and performance indicators for the period April/March 2004/2005 and which covered the areas of the Portfolio Holders for Corporate Affairs, Adult and Elderly Services, Children and Young People, Community Safety and Community Liaison was discussed with the Assistant Chief Executive (Policy and Performance).

Councillor Frank Ayers

Chairman of the Performance Management and Review Committee

23 June 2005

REPORT OF THE CHAIRMAN ON THE WORK OF THE PLANNING COMMITTEE

The Planning Committee has met twice since the previous report was prepared for the Council meeting. This report therefore gives an overview of the key applications considered by the Planning Committee at its meeting on 27 April 2005 and 25 May 2005. It also gives a brief update on planning performance figures.

For the public record I should like us to note that the Planning Committee on 27 April 2005 was of course chaired for the last time by my predecessor Councillor Gerry Ceaser, who I wish to thank publicly for his excellent period "at the helm". The Committee on 25 May 2005 was my first meeting back as Chairman of the Planning Committee.

1. The Planning Committee meeting on **27 April 2005** dealt with 10 items in total, including one enforcement item.

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

The most notable items on the agenda were:

- (a) The refusal of 98 dwellings on the Rodd Industrial Estate in Shepperton.
- (b) The refusal of a new health centre between School Lane and Renfree Way in Shepperton.
- (c) The approval of five dwellings off the south-eastern end of Limes Close in Ashford.
- (d) An enforcement notice was agreed to be served against the unauthorised use of a site at 7/9 London Road, Ashford for the sale of motor cycles.

2. The Planning Committee on **25 May 2005** dealt with 16 items in total, including two enforcement items.

Seven of the items could not be considered before the close of the meeting at 10.35 pm and were adjourned to a subsequent meeting held on 7 June 2005.

Public speaking took place on seven of the items with 11 people taking the opportunity to address the Committee.

The most notable items on the agenda were:

- (a) The approval of 43 affordable flats at The Chalet/Court View, Long Lane, Stanwell.

- (b) The deferrment of a new hotel and 96 dwellings at the former Celotex site in Sunbury.
- (c) The approval of a ground floor extension and five first floor flats at 194A Laleham Road, Staines.
- (d) The approval of a terrace of three dwellings at 223 Stanwell Road, Ashford.
- (e) An enforcement notice was agreed to be served against the unauthorised sale of motor vehicles at 26 Green Way, Sunbury.

3. **Other matters of interest**

- (a) Performance figures for speed of determining planning applications:

	Major applications (BVPI Target) (60% in 13 wks)	Minor applications (BVPI Target) (65% in 8 wks)	Other applications (BVPI Target) (80% in 8 wks)
2004			
October	100%	81%	100%
November	50%	80%	93%
December	0%	85%	97%
2005			
January	100%	85%	86%
February	80%	77%	84%
March	100%	89%	87%
April	50%	68%	93%

- (b) The Government has announced that the next round of Planning Delivery grant (for DC performance) will be measured over the period 1 October 2004 to 30 June 2005.
- (c) A Planning Training event for Members was held on 9 May 2005 facilitated by Martin Chick from the University of the West of England. The range of topics covered included density of development, conservation/listed building issues and use of legal agreements in granting planning permission. Consideration is being given to holding further training events, including workshops to review recent appeal decisions in the Borough.

Councillor John O'Hara
Chairman of the Planning Committee
2005

23 June

REPORT OF THE CHAIRMAN ON THE WORK OF THE STANDARDS COMMITTEE

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

1. COUNCIL'S CONSTITUTION

- 1.1. The Committee had previously identified, via its work programme, that it would review the numerous codes and procedures contained in the Council's Constitution. At this meeting the committee reviewed the Planning Code and the Protocol for Member/Officer Relations.
- 1.2. In respect of the Planning Code the committee decided to obtain the views of the Planning Committee before making any decision. However, the committee have suggested a reference to Freedom of Information be included in the Member/Officer Protocol. This recommendation is being considered separately at the meeting.
- 1.3. At the next meeting the committee would be reviewing the Members Code of Conduct together with the registers of interests and gifts and hospitality.

2. STANDARDS BOARD FOR ENGLAND EVENTS

- 2.1. The committee appointed Councillor C.V. Strong and Mr Trevor Davies (Vice-Chairman) to accompany me to the Standards Board's annual assembly this year.
- 2.2. The Committee appointed Councillor G.F. Trussler to accompany me to the Standards Board's Road show taking place in London on 21 June 2005.

3. WORK PROGRAMME AND TRAINING EVENTS

- 3.1. The committee in considering its work programme identified the need for further training events/refresher workshops to be held for all members. The committee hope that all members, in their busy schedule will be able to find the time to attend. Once arrangements have been made members will be notified via email and the members Information Bulletin. The Committee felt that the previous partnership training with neighbouring authorities was a success and have asked our Monitoring Officer to look at further partnership training.
- 3.2. To help raise the profile of the work of the committee, the committee agreed that the vice-chairman and myself prepare an annual report.

4. REVIEW OF THE MODEL CODE OF CONDUCT

- 4.1. The committee considered the Standards Board for England's consultation paper on reviewing the model Code of Conduct for members with comments required by 17 June 2005. The main purpose of the review is to ensure the effectiveness of the code and explore ways, in which it could be simplified, clarified and improved. The Monitoring Officer in consultation with myself has submitted a response on the basis of the committee's discussion

5. REVISED DATES OF MEETINGS

- 5.1. To report that the dates of the next two meetings of the Standards Committee have been changed from 5 July 2005 to Monday 12 September 2005 and from 27 September 2005 to Monday 5 December 2005.

Murray Litvak
Chairman of the Standards Committee

23 June 2005