

**Roberto Tambini  
Chief Executive**

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**5 December 2007**

TO THE MEMBERS OF SPELTHORNE BOROUGH COUNCIL

**SUMMONS TO MEETING**

You are hereby summoned to attend the **Meeting of Spelthorne Borough Council to be held in the Council Chamber, Council Offices, Knowle Green, Staines on THURSDAY 13 DECEMBER 2007 beginning at 7.30pm**, for the purpose of transacting the business specified in the Agenda **set out on the next page**.

ROBERTO TAMBINI  
*Chief Executive*

**EMERGENCY PROCEDURE:** - In the event of an emergency the building must be evacuated. All Members and Officers should assemble on the Green adjacent to Broome Lodge, Staines. 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. **[THE LIFT MUST NOT BE USED]**

**PUBLIC SPEAKING IN PERSON AT COUNCIL MEETINGS**

**[Please Telephone: Richard Powell (01784) 446240 or e-mail: [r.powell@spelthorne.gov.uk](mailto:r.powell@spelthorne.gov.uk)]**

**(1) Public Question Time**

Public "Question Time" is near the start of Council meetings. This is an opportunity for any person to ask the Leader of the Council, or his nominee, a question about matters in which the Council has powers or duties or about issues that affect the Borough.

**(2) Petitions**

The Council has a procedure to enable petitions to be presented formally at Council meetings and for the person presenting the petition to address the Council for a maximum of three minutes.

**(3) Representations on Recommendations**

When the Council is considering a recommendation from the Executive or a Committee, any resident can put forward views on the issues involved by making verbal representations to the Council for a maximum of three minutes before the Council discusses the recommendation and makes a decision.

**Anyone wishing (1) to ask a question at "Public Question Time", (2) to present and speak to a petition, or (3) make verbal representations on a recommendation, must notify the Chief Executive's office by 12 Noon three working days prior to the day of the Council meeting. [That is 12 Noon on the preceding Monday for a Council meeting on a Thursday].**

## A G E N D A

1. APOLOGIES FOR ABSENCE

To report that apologies for absence have been received from Councillors Mrs. M.W. Rough and Mrs. P. Weston and to receive any other apologies for non-attendance.

2. MINUTES – COUNCIL MEETINGS HELD ON 18 OCTOBER AND 23 OCTOBER 2007  
**[18 October 2007 Meeting - Pages 5 to 15] [23 October 2007 Meeting - Pages 16 to 17]**

To confirm as a correct record the Minutes of the Council Meetings held on 18 and 23 October 2007.

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.

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

(a) The Leader or his nominee to answer any questions raised by members of the public *[providing notice has been given in accordance with the procedures laid down in the Council's Constitution]*.

(b) Mr. Jonathan Webster of Sunbury has given notice that he wishes to ask the following question:

“Will the Leader of the Council take into consideration the serious threats to the surrounding homes posed by the potential development of the Environment Agency's site at Fordbridge Road, Sunbury, because of its unique situation in the flood plain and surrounded by Plotlands and Green Belt and the serious widespread local concerns in Lower Sunbury and recommend an urgent enquiry at this stage with a view to the removal of this site from the Local Development Plan?”

8. PETITIONS

To receive any Petitions submitted to the Council. *[Notice of petitions and persons wishing to speak to the Council on them must be given in accordance with the procedures laid down in the Council's Constitution]*.

9. RECOMMENDATIONS OF THE EXECUTIVE  
**[Pages 18 to 19]**

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

**(1) Reserves Policy**

(2) **Transfer of Health and Safety Enforcement Responsibilities of Spelthorne and Sunbury Leisure Centres to the Health and Safety Executive [HSE]**

(3) **\*Licensing Act 2003 – Adoption of Statement of Licensing Policy 2008 to 2011**

**[\*The recommendations on this item from the meeting of the Executive to be held on 11 December 2007 will be to follow.]**

Note: Members of the public may make representations in person not exceeding 3 minutes on individual recommendations before they are discussed *[providing notice has been given in accordance with the procedures laid down in the Council's Constitution]*.

10. REPORT FROM THE LEADER OF THE COUNCIL  
**[Pages 20 to 21]**

To receive the report from the Leader of the Council on the work of the Executive.

11. REPORT FROM THE CHAIRMAN OF THE LICENSING COMMITTEE  
**[Page 22]**

To receive the report from the Chairman of the Licensing Committee on the work of his Committee.

12. REPORT FROM THE CHAIRMAN OF THE PERFORMANCE MANAGEMENT AND REVIEW COMMITTEE  
**[Pages 22a to 22c]**

To receive the report from the Chairman of the Performance Management and Review Committee on the work of his Committee.

13. REPORT FROM THE CHAIRMAN OF THE PLANNING COMMITTEE  
**[Pages 22d to 22e]**

To receive the report from the Chairman of the Planning Committee on the work of his Committee.

14. REPORT FROM THE CHAIRMAN OF THE STANDARDS COMMITTEE  
**[Pages 23 to 24]**

To receive the report from the Chairman of the Standards Committee on the work of his Committee.

15. MOTIONS

Under Standing Order 16, the Council has received Notice of the following Motion:

“This Council notes that Parliament has created the Identity Card (ID) legislation. This will have an effect upon all residents of the Borough of Spelthorne.

This Council further notes:

1) That the proposed scheme will impose costs on the Council itself in terms of ensuring compatibility of operations.

2) That the ID card and database proposals will fundamentally alter the relationship between the state and the individual.

3) That in 2005 the then Home Secretary when asked whether ID cards would have prevented the London terrorist atrocities said, "I doubt it would have made a difference".

4) That the government's own Information Commissioner stated that, "The measures in the Bill go well beyond establishing a secure, reliable and trustworthy ID card. The measures in relation to the National Identity Register and data trail of identity checks on individuals risk an unnecessary and disproportionate intrusion into an individual's privacy."

This Council resolves to:

- a) Take no part in any pilot scheme or feasibility work in relation to the introduction of national identity cards, based upon current Government proposals for such a scheme, unless specifically required to by law.
- b) Make it a policy of the Council to ensure that national identity cards will not be required to access Council services or benefits unless specifically required to do so by law.
- c) Take no part in the national database unless required to do so by law and protect our residents data to the best of our ability.
- d) Oppose the introduction of national identity cards and instructs the Chief Executive to write to the Home Secretary to inform her of Council policy."

Proposed by: Councillor Colin Strong

Seconded by: Councillor Lawrence Nichols

#### 16. QUESTIONS ON WARD ISSUES

The Leader or his nominee to answer any questions from Members on issues in their Ward, *[providing notice has been given in accordance with the procedures laid down in the Council's Constitution]*.

#### 17. GENERAL QUESTIONS

- (1) Under Standing Order 14.1, Councillor Robin Sider has submitted the following General Question for a reply by the Leader:

"The implementation of the Alternate Weekly Re-cycling programme was probably the biggest logistical exercise that this Council has ever undertaken. That said, will the Leader of the Council agree with me that a vote of thanks should be accorded to Head of Direct Services, his manager and staff for a task well done, often in the face of adversity, and to the Head of Environment Services and the Head of Office Services, together with all other Council Officers and staff who gave support in this difficult operation? And will the Leader note, that on a recent inspection of the actual refuse collection by the Health and Safety Executive ( HSE) lasting some three hours, the HSE were extremely complimentary in their de-brief on the way the operation was carried out by the refuse operating crews?" "END"

- (2) The Leader or his nominee or relevant Committee Chairman to answer any other questions from Members on matters affecting the Borough or for which their Committee has responsibility, *[providing notice has been given in accordance with the procedures laid down in the Council's Constitution]*.

#### 18. APPOINTMENT OF COUNCIL REPRESENTATIVE TRUSTEES TO CHARITIES

To consider the appointment of the four representatives detailed below as Council Representative Trustees to the **Laleham Charities** for a four year term of office:

(1) Ian Allan OBE, Osmanshead, Coudor Road, Laleham TW18 1UG

(2) Alan Stewart-Darling, 2 Dial House Gardens, Shepperton Road, Laleham, Staines TW18 1SE

(3) Betty Brueton-Smith, 175 Staines Road, Laleham, Staines TW18 2SD

(4) Alex Jones, 213 Thames Side, Laleham, Staines, TW18 1UF

19. URGENT BUSINESS

To consider any urgent business.

**MINUTES OF THE COUNCIL MEETING HELD ON 18 OCTOBER 2007**

**BOROUGH OF SPELTHORNE**

**AT THE MEETING OF THE SPELTHORNE BOROUGH COUNCIL HELD IN THE COUNCIL CHAMBER, COUNCIL OFFICES, KNOWLE GREEN, STAINES ON THURSDAY 18 OCTOBER AT 7.30PM**

Ayers F.	Flurry K.E.	O'Hara E.
Bain Ms M.M.	Forsbrey G. E.	Packman J.D. (Leader)
Beardsmore I.J.	Grant Mrs D.L.	Pinkerton J.D.
Bell Mrs E.	Hirst A. P. (Mayor)	Royer M.T.
Bouquet M.L.	Hyams Ms. N.A.	Sider R. W.
Budd S.E.W.	Jaffer H.R.	Smith-Ainsley R.A. (Deputy Leader)
Chouhan K.	Leighton Mrs. V.J.	Spencer Mrs C.L.
Colison-Crawford R.B.	McShane D.L.	Strong C.V.
Collis M.J.	Napper Mrs. I.	Thomson H.A.
Davis C.A.	Nichols Mrs. C.E.	Trussler G.F.
Dunn Mrs. S.A.	Nichols L.E.	Weston Mrs P.

Councillor A.P. Hirst, The Mayor, in the Chair

**322/07 APOLOGIES**

Apologies for absence were received from Councillors Ms P.A. Broom, T.W. Crabb, Mrs J.M. Pinkerton, Mrs M.W. Rough and Mr. Murray Litvak.

**323/07 MINUTES**

**RESOLVED** that the Minutes of the Council Meeting held on 19 July 2007 and the Special Council Meetings held on 26 July 2007 and 27 September 2007 be approved as a correct record.

**324/07 ANNOUNCEMENTS FROM THE MAYOR**

**(1) Civic Pride – Great Tree Race**

The Mayor reported that he was looking to form a Councillor's team to take part in the Great Tree Race being organised by Civic Pride. If any Member was able to take part in this event they should either contact the Mayor direct or Jill Stephens, the Chairman of Spelthorne Civic Pride, for more information.

**(2) 2007 Spelthorne Civic Pride Environmental Awards**

The Mayor introduced Jill Stephens who had been connected with Spelthorne Civic Pride for over 18 years since its inauguration in 1989 and welcomed some of the Civic Pride volunteers who were in attendance at the meeting. The Mayor reported that it was a privilege to be involved with the Spelthorne Civic Pride Environmental Awards Scheme which had started in 1992 to acknowledge the work of its volunteers. Civic Pride had five on going community projects which included the Black Ditch Walk, Splash Pond and the Millennium Wood project as well as organised litter picks.

The Mayor recalled that the Spelthorne Civic Pride Volunteers received The Queen's Award for Voluntary Service, presented by Mrs. Sarah Goad JP, Her Majesty's Lord-Lieutenant of Surrey, at a Special Ceremony on 27 July 2006.

The Mayor then invited Jill Stephens the Chairman of Spelthorne Civic Pride to address the Council, before he presented the awards to the successful winners in each category. Jill Stephens in addressing the Council outlined the significant contributions and long term dedication of the Civic Pride volunteers. She reported that the Spelthorne Civic Pride Environmental Awards were now in their 15th year and since 1992 they have been given to a wide variety of individuals and groups. The environmental awards covered two categories. The first was the Junior Award for those under 18, and the second award was for the more mature volunteers.

The Mayor and Jill Stephens then presented the Junior Environmental Award to representatives from the Chennestone Primary School in recognition of their work in caring for the environment. The type of projects undertaken by the school included each class maintaining a vegetable allotment as well as recycling car tyres into attractive flower tubs. They then presented the Senior Environmental Award to Shirley and Tom Proud in recognition of over 15 years continuous voluntary work to improve the environment in Spelthorne such work included refurbishment of the floating island at Laleham Pond and the Funky Footprint nature reserve.

### **(3) Queens Diamond Wedding Anniversary – 20 November 2007**

The Mayor reported that to celebrate the Queens Diamond Wedding anniversary arrangements were being made for a service to be held at Guilford Cathedral on 18 November 2007. Residents of the Borough who would also be celebrating their diamond wedding anniversary were invited to attend the Service. The Mayor asked for Members help in identifying those residents who qualified to attend the Service.

### **325/07 ANNOUNCEMENT FROM THE CHIEF EXECUTIVE**

#### **Code of Conduct**

The Chief Executive reminded Councillors about the need to meet the requirements of the new Code of Conduct for members by returning their completed Register of Financial and Other Interest forms by 28 October 2007. He also reported that a further training event on the requirements of the Code of Conduct would be arranged as soon as possible.

### **326/07 QUESTIONS FROM MEMBERS OF THE PUBLIC**

The Mayor reported that under Standing Order 13 two questions had been received from members of the public. He invited each person to put their question in turn, and for responses to be given by the Leader of the Council, Councillor J.D. Packman.

#### **(1) Question from Michael Wakefield - Sunbury Area Forum**

"I am writing on behalf of Kempton Residents' Association with regard to the forthcoming Sunbury Area Forum which is due to be held on 30 October and to be chaired by Councillor Smith-Ainsley.

Our Association is by obligation both a-political and non-party political, so it is, of course, of no consequence to us as to the party affiliation of the Chairman for the evening. However we do expect that the selected Chairman would be from one of our 9 (Conservative and Liberal-Democrats) democratically elected Sunbury Councillors –This has always been the case hitherto.

The Forums are obviously also non-party political events and, indeed, one of the past Chairmen, Councillor. Hirst, is still a Sunbury Councillor. He is an excellent and fair-minded Chairman and we cannot understand why neither he nor one of the other 8 local Councillors have not be chosen as Chairman for this particular Forum".

My question is "**why not?**"

**The Leader of the Council, Councillor J.D. Packman, responded as follows:**

“Mr Wakefield my apologies for turning my back to you but I need to formally address the Mayor. Thank you for the question which gives me an opportunity to emphasis that all Area Forum meetings are non political and are organised by the Council to communicate and consult on important issues with our residents. The popularity of such meetings have increased over the years and have given us the opportunity to communicate a wide range of topics/issues as well as to receive information from our residents and for them to raise issues of concern.

As Leader of the Council I appoint a Chairman to each of the Area Forums (which is ratified at the Council AGM) and those Councillors appointed are able to respond to any questions raised by residents. It is not unusual to appoint a Chairman from outside of a Ward it has happened in the past and will more than likely happen in the future.

I hope that the message will go out that Area Forum meetings are non political. I have every confidence in Councillor R.A. Smith-Ainsley to Chair the Sunbury Area Forum meetings. Our current Mayor, Councillor A.P. Hirst, has in the past chaired the Staines and Laleham Area Forum meetings (which is outside of his ward) and will hopefully in the future, again be Chairman of the Sunbury Area Forum.”

**(2) Question from Andrew McLuskey**

“Why, given that Stanwell Moor is as integrally involved in the Airtrack project as Staines Moor, has SBC so steadfastly refused to consult the residents of the area-or their association-on the proposals now being put forward?”

**The Leader of the Council, Councillor J.D. Packman, responded as follows:**

“Thank you for your question Mr McLuskey. In answering, the background needs to be clarified for the benefit of all concerned.

BAA announced, in November 2006, that it would fund an application for a Transport and Works Act Order to authorise the construction of Airtrack. However, BAA only announced its programme for consultation in September 2007. This involves two stages of consultation starting with initial options in early 2008, with the second stage on the preferred option in late 2008 or early 2009.

The BAA project is, therefore, still at a very early stage. Officers have, and will continue to meet BAA to keep abreast of the situation.

Furthermore, we will be holding meetings with all groups potentially affected by the scheme. We have already held a meeting with Staines Moor interested parties (28 September 2007) and we will also be meeting business interests in Staines town centre. We will also meet residents organisations, both from the Stanwell Moor area and elsewhere.

These meetings will enable local concerns to be heard and help to identify measures to minimise potential impacts on local communities. The timing of the meetings over the next few months will enable the issues raised and potential solutions to be put to BAA well before the preferred option for the detailed scheme is totally finalised.

Therefore, I totally refute the suggestion that we have refused to consult residents on this very important matter. This Council is, and will continue to work as a responsible authority, with all interested local groups, as well as BAA, to ensure the process is fully transparent.”

**327/07 OUTLINE BUDGET 2008/2009 – 2011/2012**

The Council considered the recommendation of the Executive seeking approval on an Outline Budget covering the next four financial years from 2008/2009 to 2011/2012. The recommendation covered three main aspects: (1) a framework for the detailed Budget for the next financial year (2) set a maximum expenditure level for the financial year 2008/2009; and (3) provide a guideline Council Tax increase for 2008/2009.



**RESOLVED** that the Executive recommendation as set out below be approved.

1. That the net budgeted expenditure for 2008/2009 be set at a maximum level of £13.787m.
2. That, in order to reach this level, the Strategic Director (Support) identifies a package of options by which the budget can be balanced both in 2008/2009 and over the next 3 years of the outline period.
3. That, subject to the assumptions in this report being valid, a guideline Council Tax increase be set at 5%.
4. That use of reserves policy to support budget policy be reviewed with consideration to extending by one year to 2008-09 use of general revenue reserves to support the general budget and that the 2007-08 figure of £290k be used.
5. That an agreed total reserves target minimum level (as measured on 31<sup>st</sup> March each year) be set at a level of £31m
6. Approve the intention to increase the size of the Business Improvement Reserve to support the implementation of ongoing savings
7. That financial health indicators be set as follows:
  - (i) Revenue outturn against original budget target: +/- 1.5%
  - (ii) Capital outturn against original budget target: +/- 10%
  - (iii) Council Tax collection target: 98.8%
  - (iv) Business rates collection target: 99.3%
  - (v) Sundry debts aged more than 90 days overdue no more than 10% of total debts
  - (vi) Payment of creditors within 30 days target: 97.5%
  - (vii) Year total aggregate value of reserves £31m

### **328/07 REVIEW OF POLLING DISTRICTS, POLLING PLACES AND POLLING STATIONS**

The Council considered the recommendations of the Executive on the review of the current polling arrangements which had been made following consideration of the representations received in response to the consultation. The representations received related to the proposals for (a) Laleham and Shepperton Green Ward – Polling District LSG3; (b) Sunbury Common Ward – Polling District SC; and (c) Ashford North and Stanwell South Ward – Polling District ANS3.

The supplementary report tabled at the Executive meeting held on 11 September 2007 was circulated with the Council agenda for the benefit of all Members.

It was moved by the Leader, Councillor J.D. Packman and seconded by the Deputy Leader, Councillor R.A. Smith-Ainsley that the following recommendation of the Executive be approved.

- (1) To create a new Polling Place in the Laleham and Shepperton Green Ward, and within that Place to establish a polling station to serve electors in International Way, Windmill Close, Lincoln Way and Cedar Way, Sunbury to be located on the Tesco store site in Escot Road, Sunbury; and
- (2) To make no other changes as part of the current review.

An amendment was moved by Councillor C.V. Strong and seconded by Councillor I.J. Beardsmore that a new recommendation (2) be added to read:

- (2) To create a new Polling Place in the Sunbury Common Ward [see map attached], and within that Place to establish a polling station to serve those electors living south of the Staines Road West, namely, in Castle Close, Mill Farm Avenue, Percy Bryant Road, Spelthorne Grove, Forest Drive and Crossways Sunbury to be located on the Tesco store site in Escot Road, Sunbury; and
- (3) Renumber existing recommendation (2) as (3) to read “To make no other changes as part of the current review”.

**The Leader of the Council, Councillor J.D. Packman, responded to the amendment as follows:**

“As detailed in the Supplementary Report presented to the Executive on 11 September 2007, the comments of the Liberal Democrats and Labour Party were taken into consideration.

The Consultation period was from 29 August to 11 September 2007 during which time the views of both the Liberal Democrats and the Labour Party were received and considered.

The current site of Kenyngton Manor School provides excellent facilities for all those within Sunbury Common Ward and within a fair distance from home. The furthest an elector needs to travel to vote at Kenyngton Manor School is 0.86miles, which is not considered far.

The cost of providing a portacabin would be an extra £2,500 and is an unnecessary cost when adequate facilities are already provided.

We have not received any complaints or representations to date concerning the current arrangements from electors in the area of Sunbury Common referred to.

A new polling station for those in International Way and within that locality was felt necessary due to the fact the allocated polling station of Charlton Village Hall is nearly 2 and a half miles from International Way.

Providing a second portacabin on the Tesco site would cause great confusion to electors.”

The amendment was lost.

**RESOLVED** that the Council agree to:

1. create a new Polling Place in the Laleham and Shepperton Green Ward, and within that Place to establish a polling station to serve electors in International Way, Windmill Close, Lincoln Way and Cedar Way, Sunbury to be located on the Tesco store site in Escot Road, Sunbury; and
2. make no other changes as part of the current review.

Councillor I.J. Beardsmore informed the Council that the location of the polling station on the Tesco store site in Escort Road, Sunbury was not possible as it was outside the Ward. The Head of Corporate Governance agreed to look into the matter.

**329/07 AMENDMENTS TO THE COUNCIL’S SCHEME OF DELEGATIONS**

**RESOLVED** that the recommendation of the Executive to amend the Scheme of Delegation to Officers as set out below be approved.

8 ENVIRONMENTAL HEALTH MATTERS		
8.8	To exercise the Council's powers under the Smoke-free (Premises and Enforcement) Regulations 2006; the Smoke-free (Signs) Regulations 2007; the Smoke-free (Exemptions and Vehicles)	Head of Environmental Health & Building Control or Licensing Manager, Licensing Enforcement Officer, Active Lifestyles Officer and all other Environmental Health staff of the Council identified as so authorised in the Environmental

	Regulations 2007; the Smoke-free (Penalties and Discounted Amounts) Regulations 2007; and the Smoke-free (Vehicles and Operators & Penalty Notices) Regulations 2007	Health and Building Control Enforcement Policy (to the extent permitted by such policy)
8.9	Serve statutory notices in relation to contaminated land responsibilities under the Environmental Protection Act 1990 and any regulations made under it	Head of Environmental Health & Building Control, Principal Pollution Control Officer, Pollution Control Officers and all other Environmental Health staff of the Council identified as so authorised in the Environmental Health and Building Control Enforcement Policy (to the extent permitted by such policy)
8.12	To issue, vary, transfer, refuse, suspend or revoke permits under the Pollution Prevention and Control Act 1999 and any regulations made thereunder	Head of Environmental Health & Building Control or Principal Pollution Control Officer, Pollution Control Officers and all other Environmental Health staff of the Council identified as so authorised in the Environmental Health and Building Control Enforcement Policy (to the extent permitted by such policy)
8.13	To exercise the Council's powers and duties under the Control of Pollution Act 1974 and any regulations made thereunder	Head of Environmental Health & Building Control or Principal Pollution Control Officer, Pollution Control Officers and all other Environmental Health staff of the Council identified as so authorised in the Environmental Health and Building Control Enforcement Policy (to the extent permitted by such policy)
8.43	To issue a Waste Transfer Notice under the Environmental Protection (Duty of Care) Regulations 1991	Strategic Director (Community)
<b>13 PLANNING MATTERS</b>		
13.19	To authorise proceedings under Section 224 of the Town and Country Planning Act, 1990, in respect of any breaches of the Town and Country Planning (Control of Advertisements) Regulations 1992.	Head of Corporate Governance
13.38	To withdraw an enforcement notice where there is an technical or procedural error with such notice under Section 173A (1) (a) of the Town and Country Planning Act 1990	Head of Planning and Housing Strategy

### **330/07 REPORT FROM THE LEADER OF THE COUNCIL**

The Leader of the Council, Councillor J.D. Packman, presented his report giving an overview of some of the key issues that the Executive had dealt with since the last ordinary meeting of the Council. Councillor Packman responded to various questions raised by Members including responding to questions on the Housing Green Paper – Homes For the Future – More Affordable More Sustainable.

### **331/07 REPORT FROM THE CHAIRMAN OF THE AUDIT COMMITTEE**

The Chairman of the Audit Committee, Councillor J.D. Pinkerton, presented his report which outlined matters the Committee had dealt with since the last ordinary meeting of the Council. Councillor Pinkerton responded to a question relating to Payroll Transactions.

### **332/07 REPORT FROM THE CHAIRMAN OF THE IMPROVEMENT AND DEVELOPMENT COMMITTEE**

The Chairman of the Improvement and Development Committee, Councillor Mrs P. Weston presented her report which outlined matters the Committee had dealt with since the last ordinary meeting of the Council. Councillor Mrs Weston responded to a question relating to the appointment of members to serve on the Joint Outline Budget Task Group.

The report of the Chairman had been circulated to all members of the Council under separate cover.

### **333/07 REPORT FROM THE CHAIRMAN OF THE LICENSING COMMITTEE**

The Chairman of the Licensing Committee, Councillor R.W. Sider, presented his report which outlined matters the Committee had dealt with since the last ordinary meeting of the Council. Councillor Sider responded to a question relating to the application considered by the Licensing Sub Committee on 3 October 2007.

The report of the Chairman had been circulated to all members of the Council under separate cover.

### **334/07 REPORT FROM THE CHAIRMAN OF THE PERFORMANCE MANAGEMENT AND REVIEW COMMITTEE**

The Chairman of the Performance Management and Review Committee, Councillor F. Ayers presented his report which outlined matters the Committee had dealt with since the last ordinary meeting of the Council.

### **335/07 REPORT FROM THE CHAIRMAN OF THE PLANNING COMMITTEE**

The Chairman of the Planning Committee, Councillor E.J. O'Hara, presented his report which outlined matters the Committee had dealt with since the last ordinary meeting of the Council. Councillor O'Hara responded to a question relating to the date of the first stage of the Examination covering the core strategy and policies DPD.

### **336/07 QUESTIONS ON WARD ISSUES**

**Under Standing Order 14, Councillor Mrs. C.E. Nichols asked the following question:**

“Could the Portfolio Holder explain how Chennestone School should continue its efforts at being a ‘Green’ school when AWC has removed its arrangements for recycling? How can Chennestone and other schools in my Ward work with the Council to encourage the next generation and their parents to maximise their recycling?”

**The Portfolio Holder for the Environment, Councillor G.E. Forsbrey, replied as follows:**

“Thank you for your question Councillor Nichols. I am sure you are aware that it is Surrey County Council who are the education authority.

Historically, schools within the Borough were served by a mixture of trade waste collections, whilst some, but not all, were part of the blue box scheme for paper.

We have recently written to all local schools suggesting that they may wish to be part of an independent paper retriever scheme. This is a much more beneficial scheme for schools as they receive some income for the paper collected which they did not on a blue box scheme, which will assist the school.

Since schools were recently reclassified as domestic waste we can now collect them as domestic waste but this will have to occur at the end of March, due to current contracts. At that time, we will then be able to take cardboard, cans and plastic bottles. If schools are part of the paper retriever scheme, then it is better they stay on this scheme for paper alone.

As the education authority, Surrey County Council also have a collection scheme, which they are currently piloting. The whole issue needs to be examined carefully by the school to ensure the school has a service that meets its needs for the future."

**Under Standing Order 14, Councillor Mrs E. Bell asked the following question:**

"Following the repair work to the riverbank at Kings Lawn in Lower Sunbury the railings have not been replaced. This risks public safety. When will the railings be put back? "

**Councillor Mrs D.L. Grant, The Portfolio Holder for Children and Young People,, replied as follows:**

"Thank you for your question Councillor Mrs Bell.

The site has been surveyed by our Health and Safety Officer. The towpath work itself is now complete. You will be aware that most of the towpath does not have railings whatsoever. However, this small section is deemed appropriate and the railings will be put back along the stretch where they previously were, as soon as possible."

### **337/07 GENERAL QUESTIONS**

**Under Standing Order 14, Councillor R.B. Colison-Crawford asked the following question:**

"The Deputy Leader will recall that a revised Emergency Plan was issued to members at the July Council meeting.

Subsequent to this Councillors Strong and Beardsmore highlighted serious flaws in the document requiring a further review.

Can the Deputy Leader please take note that the information regarding Rest Centre contacts for Beechwood Court and Sunna Lodge are incorrect?

Can the Deputy Leader give an assurance that in future the Emergency Plan will be kept up-to-date and also an assurance that he has now, finally, taken ownership of this issue?"

**The Deputy Leader, Councillor R.A. Smith-Ainsley, replied as follows:**

"Thank you for your question Councillor Colison-Crawford.

The Council's Emergency Planning Officer does not believe that there were any "serious flaws" although some amendments were needed and people explained in previous correspondence the document is a living document, which is continually updated as staff change.

Issue 3.3 does contain the correct information for Beechwood Court and Sunna Lodge. This Council has dealt with a number of emergencies over the years in an appropriate way and I am confident that the document will continue to be updated and that we are prepared for all emergencies."

Councillor Smith-Ainsley in responding to a further confidential concern expressed by Councillor Colison-Crawford agreed that he would ensure the officers would re check the document and rectify if necessary.

**Under Standing Order 14, Councillor C.V. Strong asked the following question:**

"As the Leader will recall, I tabled a motion at the Council meeting in June concerning the highways authority.

This motion was subsequently amended by the Leader and Deputy Leader and the motion as amended was passed by all members of this Council.

The amended motion resolved to refer the matter of highways maintenance improvement to the Surrey County Council Local Committee for their consideration.

As the Leader is the Borough Council's Lead Member on the Surrey local committee, could he please report the outcome of the Surrey local committee's consideration of this Council's motion?"

**The Leader of the Council, Councillor J.D. Packman, replied as follows:**

"Under Minute 05/07 (3) - Chairman's Announcements - of the Spelthorne Local Committee held on 2nd July 2007 it states that "The Chairman, Councillor Mrs. Denise Saliagopoulos, made the following announcement: That a motion had been received from Spelthorne Borough Council on transportation matters. The issues raised in the motion would be discussed at the Highways Seminar on 24 July 2007, which is being organised by County Councillor David Munro.

The Highways Seminar was held in the Council Chamber at Spelthorne on 24 July 2007 and the transportation issues raised in the motion by Councillor Strong were discussed. Councillor Strong was present at the Seminar and the presentation slides shown that evening by Surrey County Council were made available to all Members via our Members' Area on our Web Site."

Councillor Strong then asked that the Leader of the Council give an assurance that the matter would receive a full debate at a future meeting of the Spelthorne Local Committee. The Leader in his response suggested that Councillor Beardsmore being a member of Surrey County Council would be in a better position to process this matter through the County Council.

**Under Standing Order 14, Councillor I.J. Beardsmore asked the following question:**

"I recognise that the LDF is a process we must go through but how much has it cost the borough so far and how much is it expected to cost to the end of next April?"

**The Leader, Councillor J.D. Packman, replied as follows:**

"Thank you for your question Councillor Beardsmore.

The cost of the Local Development Framework from 1 April 2004 to 31 March 2008 will be approximately, £1,140,457. This includes the cost of the evidence base, consultation exercises and staff time associated with the LDF.

It is evident that the cost of delivering the LDF is considerable. However, we are very largely bound by the statutory legislation and the steps it requires us to take. It is critical to ensure that adequate resources are set aside to ensure we have a robust and sound plan, which will help us deliver the future of Spelthorne to 2026"

**Under Standing Order 14, Councillor L.E. Nichols asked the following question:**

"The draft Annual Monitoring Report for 2006-2007 shows that the average density of new dwellings was more than 100 per hectare for developments of more than 10 units. Does the Leader regard this "century" as something to celebrate or, like me, believe it is a cause for regret? What does the Leader intend to do to reduce the density of new housing developments in Spelthorne?"

**The Leader of the Council, Councillor J.D. Packman, replied as follows:**

“Thank you for your question Councillor Nichols.

You ask whether the density figures quoted in the draft Annual Monitoring Report are cause for “celebration” or “regret”. I would say neither, but then I would look for the full story and the bigger picture.

In general terms, density is merely a representation of the amount of housing which has been, or could be, achieved on a particular site or group of sites. It can be a useful indicator of whether land is used efficiently but should not be the sole determinant of acceptability. Planning Policy Guidance 3 aims to avoid the inefficient use of land, and Planning Policy Statement 3 confirms that the density of existing development should not dictate that of new housing. Good design is the key to achieving acceptable higher densities and each site needs to be considered carefully on its merits, taking into account factors such as the type of development, its location and its accessibility.

The figures Councillor Nichols quotes are, I assume, from table 14 of the Annual Monitoring Report, which reports the density of larger housing schemes, completed during the past year. The average density quoted relates to just five schemes, all of which involve, primarily, the delivery of one and two bedroom flats, a priority area of housing provision (as set out in policy H5 of the adopted Local Plan) and a type of development in which higher densities will be apparent.

Three of the schemes are all close to an average of 79 dwellings per hectare. Of the other two, one is Station Garage where 37 flats were built on a site adjoining Shepperton Station. The density of this scheme is high, at 168 units per hectare, but that reflects the type of unit, the scale of development and its accessible location. The fifth scheme at 100 units per hectare is Beechwood Court, where redevelopment took place to provide forty high quality self-contained flats for the elderly. Higher densities will, therefore, be found in this type of development because open spaces and car parking requirements are considerably reduced.

As with all major applications over 10 units, the five schemes were carefully considered by the Planning Committee, under the guidance of the Chairman, Councillor E. O’Hara, before being permitted and the issues of density and design were highlighted for Members in the officers’ reports. None of the schemes contained elements which would have justified refusal or which could have been sustained at appeal, given current national guidance.

Clearly, we need to strike the right balance between ensuring that land is used efficiently, with the right type of development in the right location, and at the same time, safeguarding local character and amenities. This will remain an important issue for the Planning Committee as it seeks to apply the Council Policies embodied in the Local Development Framework and the information set out in the Annual Monitoring Report will provide a useful means of keeping progress under review.

On the issue of quality, policy EN1 of the Submission Core Strategy and Policies DPD clearly seeks to ensure that schemes do not have an adverse impact on the environment. This will ensure the correct decisions are reached. The detail implementation of this policy is currently set out in Supplementary Planning Guidance. This will be the subject of a review in the next 18 months as part of the Local Development Framework process.

I trust this provides a more rounded view of the situation with regard density.”

In response to further discussion on this matter the Leader reminded the Council of the huge problem the Council faces in providing accommodation for the homeless compared to other district councils, in particular due to the areas identified in the Borough to flooding. He went on to report on the difficult job members of the Planning Committee have in determining

applications and the need to balance each application on its merit but taking into account legislation and the role of the Planning Inspector.

**Under Standing Order 14, Councillor Mrs. C.E. Nichols asked the following question:**

"Concerning the Grundon contract for recycling, can the Portfolio Holder give assurances that the issues which were raised concerning contamination have been satisfactorily addressed and a signed contract is now available to all Members?"

**The Portfolio Holder for the Environment, Councillor G.E. Forsbrey, replied as follows:**

"Thank you for your question Councillor Mrs Nichols.

The issues regarding contamination have been dealt with and Grundons have received an amended contract from us. We are awaiting the return of the document in the very near future."

Councillor Forsbrey responded to a supplementary question from Councillor Mrs Nichols by confirming that once the contract had been returned to the Council and if necessary any legal advice obtained he would respond further to the question raised by the Councillor.

**Under Standing Order 14, Councillor R.W. Sider asked the following question:**

"Will the Leader join me in congratulating the Spelthorne in Bloom Committee for their strenuous efforts in encouraging such magnificent floral displays in the Borough this year, and in particular Stanwell on their being awarded the prestigious Silver Gilt Award in the urban community category for South and South East in Bloom 2007, and for Laleham who were similarly recognised for their floral displays? And can he assure me of continued Officer support for this Committee, whose efforts are for the benefit of the entire Spelthorne community and promote one of the Borough's priorities, that of making Spelthorne a better place?"

**The Leader of the Council, Councillor J.D. Packman, replied as follows:**

"Thank you for your question Councillor Sider. I am sure other members of the council will join me in supporting the remarks made by Councillor Sider and congratulate the members of the Spelthorne In Bloom Committee for their continuous good works.

Once again, Spelthorne in Bloom was a great success this summer. The event helped to brighten up the borough and encouraged local communities to get involved in a floral display. I was pleased to hear of the success in Stanwell, which was richly deserved.

Although Spelthorne in Bloom is led by volunteers, it does rely on the generosity of the Council. For example last year we spent nearly £40,000 and this year nearly £45,000.

The Council will shortly be considering its budget for 2008/09 and, although we have saved £5m over the last four years, we still need to save £1.3m next year.

Spelthorne in Bloom is greatly valued by this Council and the community, and we will certainly consider its valuable contribution when the budget is discussed in the New Year."



**MINUTES OF THE SPECIAL COUNCIL MEETING HELD ON 23 OCTOBER 2007  
BOROUGH OF SPELTHORNE**

**AT THE SPECIAL MEETING OF THE SPELTHORNE BOROUGH COUNCIL HELD IN  
THE COUNCIL CHAMBER, COUNCIL OFFICES, KNOWLE GREEN, STAINES ON  
TUESDAY  
23 OCTOBER AT 7.30PM**

Ayers F.	Grant Mrs. D.L.	Packman J.D. (Leader)
Bain Miss M.M.	Hirst A. P. (Mayor)	Pinkerton J.D.
Bell Mrs. E.	Hyams Ms. N.A.	Pinkerton Mrs. J.M.
Bhadye S. (Deputy Mayor)	Jaffer H.R.	Royer M.T.
Budd S.E.W.	Leighton Mrs. V.J.	Sider R. W.
Colison-Crawford R.B.	Napper Mrs. I.	Smith-Ainsley R.A. (Deputy Leader)
Davis C.A.	Nichols Mrs. C.E.	Spencer Mrs. C.L.
Dunn Mrs. S.A.	Nichols L.E.	Trussler G.F.
Flurry K.E.	O'Hara E.	Weston Mrs. P.
Forsbrey G. E.		

Councillor A.P. Hirst, The Mayor, in the Chair

**340/07 APOLOGIES**

Apologies for absence were received from Councillors Ms. P.A. Broom, M.J. Collis, T.W. Crabb, Mrs. M.W. Rough and C.V. Strong, County Councillors Mrs. D. Saliagopoulos and Mrs. D.M. Turner, Murray Litvak, Nigel Lynn and Sue Sturgeon and from invited guests, Colin Squire, Mr. and Mrs. Derek White, David Godfrey and Mrs. Martine Hyams.

**341/07 APPOINTMENT OF AN HONORARY FREEMAN OF THE BOROUGH**

In the light of the Council resolution contained in Minute 251/07 of the Council Meeting held on 19th July 2007, the Council convened this Special Meeting to consider the adoption of a resolution pursuant to section 249 (5) of the Local Government Act 1972, to confer the Title of Honorary Freeman of the Borough of Spelthorne upon Gerald Ceaser, FRICS, MBEng.

It was moved by Councillor J.D. Packman, seconded by Councillor R.A. Smith-Ainsley, endorsed by Councillor R.W. Sider and

**RESOLVED** that we, the Mayor and Councillors of the Borough of Spelthorne, in pursuance of Section 249 (5) of the Local Government Act, 1972, do confer the Title of Honorary Freeman of the Borough of Spelthorne upon Gerald Ceaser, FRICS, MBEng in recognition of the eminent service rendered by him to the Borough and to the Council.

We accordingly admit Gerald Ceaser, FRICS, MBEng, to be the seventh Honorary Freeman of the Borough of Spelthorne.

(The motion was approved unanimously.)

The Leader of the Council, Councillor J.D. Packman, on behalf of the Borough Council, paid tribute to Gerald Ceaser for the services he had rendered to the Borough and to the Council. He referred to his significant service to the Spelthorne Borough Council as a Member for nearly 34 years and as both Leader and Mayor of it twice, including him

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having served on the Executive and all the Council's Committees. The Leader summarised some of the highlights of Gerald's outstanding contribution which were, a key role in the redevelopment of Staines Town Centre; a key role in the redevelopment of the Sunbury Walled Garden, in particular the Millennium Embroidery Gallery Exhibition located there, initiation of the Surrey Youth Games; and Spelthorne as the first local authority in Surrey to attain the coveted Investors in People Award. His eminent voluntary service to the local community for over 30 years, included Governor of Bishop Wand School since 1974, setting up and serving on local and South East Regional sports bodies, in particular Surrey Sport and Surrey Youth Games, his contribution to the welfare of young people as Trustee of the National Association of Clubs for Young People and Chairman of the Middlesex Young Peoples Clubs and his drive in setting up local Charity events like the Mayor's Fun Day, Sunbury's Picnic in the Park and Christmas Carols in the Meadow.

Personal tributes were also made by Councillors R.A. Smith Ainsley, R.W. Sider and E. O'Hara and by Councillor R.B. Colison-Crawford on behalf of the Liberal Democrat Group. Several invited guests also presented their personal tributes at the meeting. The Mayor, Councillor A.P. Hirst, invited Gerald Ceaser to sign the Roll of Honorary Freeman. Following this, the Mayor presented him with a framed scroll as a record of his formal appointment as an Honorary Freeman of the Borough of Spelthorne.

At the Mayor's invitation, Honorary Freeman Gerald Ceaser addressed the meeting.

## **REPORT OF THE CHAIRMAN OF THE LICENSING COMMITTEE**

There have been two meetings of Licensing Sub-Committees on 22 October and 14 November 2007 and one Licensing Committee meeting on 15 November, 2007 which considered the following items of business:

### **22 October 2007 – LICENSING SUB-COMMITTEE**

#### **Application for a Premises Licence**

A Sub-Committee considered an application for a Premises Licence at Faulkners Sports Ground, Worple Road, Staines. The application was granted subject to modification by amendment of the hours and by the addition of conditions.

### **14 November 2007 – LICENSING SUB-COMMITTEE**

#### **Application for a Premises Licence**

A Sub-Committee considered an application by Off Da Record (2006) Ltd for a Premises Licence in respect of Kandi Klub, Thames Edge, Clarence Street Staines. The application was rejected.

### **15 November 2007 – LICENSING COMMITTEE**

#### **Licensing Act 2003 – Adoption of Statement of Licensing Policy 2008–2011**

The Committee considered and recommended Executive that the Statement of Licensing Policy be adopted for publication by 7 January 2008.

#### **Work and Decisions of Licensing Sub-Committees**

The Committee considered a schedule of Licensing Sub-Committee meetings outlining their work and decisions during October/November 2007.

Councillor Robin Sider  
*Chairman of the Licensing Committee*

**13 December 2007**

## **REPORT OF THE CHAIRMAN ON THE WORK OF THE PERFORMANCE MANAGEMENT AND REVIEW COMMITTEE**

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

### **1. FINANCIAL ANNUAL REPORTS**

- 1.1 The Committee discussed two financial monitoring reports with the Strategic Director (Support). These reports covered the current budget monitoring position for both revenue and capital expenditure. The reports took account of actual expenditure for the first six months of the financial year, together with the value of committed expenditure on schemes and the likely outturn position at 31 March 2008.
- 1.2 Various questions were raised at the meeting with the agreement that the answers would be circulated to all Members of the Committee. I can confirm that this has been done.
- 1.3 In relation to the Capital budget monitoring report the Committee were pleased to note that although the total spend on wheeled bins was greater than originally agreed this expenditure had been offset by the savings made on the depot extension. The additional spend on the wheelie bins had occurred due to Members responding to residents requests as well as ensuring that the needs of our residents were met particularly the frail and elderly.
- 1.4 The Committee also received an update from the Director on the payroll data that had been lost by a company who were scanning the information for storage purposes.

### **2. TASK GROUPS**

- 2.1 The Committee has four Task Groups. The first was set up under the previous administration and is looking at those Area Profiles relevant to the borough in particular those relating to activities for teenagers and vandalism, graffiti and other deliberate damage to property and vehicles. The second Task Group is reviewing the effectiveness of arrangements for security in parks and other open spaces etc. The third Task Group is reviewing the Code of Corporate Governance. At this Committee meeting a fourth task group was set up to review the Crime and Disorder Reduction Partnership.
- 2.2 I appreciate it is not always possible for all Members of a Task Group to attend meetings during the investigation period but it would be helpful if Members who are not able to attend to extend their apologies to the Lead Member and the supporting officer.

### **3. SPELRIDE**

- 3.1 The Committee received a presentation on the Spelride operations. The presentation covered such issues as Dial a Ride, Day Centre transport, Membership, as well as support to groups providing services to people with disabilities.

#### **4. CRIME AND DISORDER REDUCTION PARTNERSHIP**

- 4.1 The Committee received a presentation on the Crime and Disorder Reduction Partnership which covered such issues of how the Partnership was performing, how it was financed, the various partnership meetings and projects as well as future issues.
- 4.2 The Leader of the Council, Councillor Packman, reminded the Committee of the Members seminar being held on 20 December when the Chair of the Police Authority and the Chief Constable of Surrey Police would be in attendance and this could be an opportunity to raise specific questions on the Partnership then. In addition the Committee agreed that a Task Group be set up to look at the Partnership.

#### **5. RUBBISH RECYCLING**

- 5.1 The Committee discussed with the Head of Direct Services the progress being made with the implementation of the new rubbish/recycling service and associated issues.
- 5.2 The key issues discussed were:
- More than 85% of the borough (35,000 properties) were on the Alternate Weekly Rubbish and Recycling Services
  - Work to move the remaining 5,000 properties,(identified as difficult) over to the new scheme
  - High participation levels
  - Level of recycling currently estimated to be in excess of 30%. This figure is higher than expected at such an early stage in the scheme
  - Possible further increase to 40% plus with further developments including the incorporation of difficult properties and schools.
- 5.3 With regards to complaints made by residents over the new services, the Committee noted that the complaints had mainly related to concerns over storage points, collection points and appearance of bins and the number of complaints had greatly reduced since the scheme had commenced. The Committee felt that the overall appearance of the borough had also improved and litter had been reduced greatly compared to the previous blue box and bag collection scheme.
- 5.4 The Committee noted that investigations had been carried out for the purchase of a smaller vehicle (1/3 of the size of a normal vehicle) which it was felt would be beneficial and make access to certain properties in the borough easier and safer.
- 5.5 At the meeting I placed on record the Committees unanimous thanks and congratulations to the Head of Direct Services and Head of Environment Services and all officers involved in making this project a success by delivering largely on time and within budget and at present with very few problems. The Committee also acknowledged that our residents had played a huge part in making this a success by supporting the scheme from day one.

5.6 The Committee will be receiving a further progress report at its Committee meeting in March 2008.

## **6. PERFORMANCE INDICATORS**

6.1 In accordance with procedures three specific questions had been identified for discussion at the meeting. The questions had been submitted by Councillor L.E. Nichols and covered BV128, BV82b (i) and (ii) and BV109a, b and c. A copy of the questions together with the responses given will be included within the minutes of the meeting.

6.2 The performance indicator information can be viewed on the Council's website at [www.spelthorne.gov.uk/pbviews/library.html](http://www.spelthorne.gov.uk/pbviews/library.html)

## **7. COMMITTEE WORK PROGRAMME**

7.1 The Committee received their work programme and noted that I as Chairman had agreed to a request from Councillor C.V. Strong to include an item on the work programme to enable the Committee to look at the Business Processing Re-engineering work at a future meeting.

## **8. CHAIRMAN'S ARRANGEMENTS**

8.1 As Chairman I have taken various actions to help the smooth running of the work of the scrutiny Committees and I have listed some of the actions I am taking as a way of an example.

8.2 I am arranging for all Members of this Committee to receive a copy of the findings of the Joint Outline Budget Task Group which I believe will be available in January 2008.

8.3 I have appointed Councillor C. Davis to act as Lead member to the Parks Task Group in replace of Councillor Mrs Pat Weston, who has asked to stand down from this position.

8.4 Between me and the Chairman of the Improvement and Development Committee we have agreed that a joint Task Group be set up to look at the Ground Maintenance contract at the appropriate time.

8.5 One of the issues that I will be discussing with the Leader of the Council, in the future, is the timing of presenting the Capital and Revenue budget monitoring reports to this Committee and the Executive.

8.6 I am continuing my discussions with the Head of Financial Services on different ways to present the actual financial information to this Committee.

Councillor Frank Ayers

*Chairman of the Performance Management and Review Committee*

**13 December 2007**

## 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 meetings on 10 October and 7 November 2007.

1. The Planning Committee meeting on **10 October 2007 (and re-convened on 24 October)** dealt with 17 items in total, including two consultations and two enforcement notices.

Public speaking took place on 5 items with 8 persons taking the opportunity to address the Committee.

The most notable items on the agenda were:

- (a) Approval of 2 reserved matters applications for the erection of buildings A, B and C, underground parking areas and piazza for the development of either offices or a mix of offices and hotel use at 17 – 51 London Road, Staines
- (b) Refusal of planning permission for the erection of a part two storey, part three storey building to provide 14 two bed flats with associated amenity space and parking at 211 – 215 Staines Road West, Sunbury
- (c) Approval for the demolition of a single storey building and erection of a two storey building to provide a live/work unit at Clarks Boatyard, Sunbury
- (d) Approval for the demolition of existing dwellinghouses and erection of 6 two bed terraced houses, 2 two bed semi-detached houses and 2 four bed semi-detached houses at 217-219 Charlton Road, Shepperton
- (e) Refusal of planning permission for the demolition of 2 dwellings and the erection of a 2 storey building incorporating 8 flats at 17 & 19 Lime Crescent, Sunbury
- (f) Authorisation to take enforcement action in respect of the erection of an outbuilding to form a self contained unit of residential accommodation at r/o 50 Beards Road, Ashford

2. The Planning Committee meeting was held on **7 November 2007 (and re-convened on 14 November)** and dealt with 11 items. Public speaking took place on 6 items with 7 people taking the opportunity to address the Committee.

The most notable items on the agenda were:

- (a) Approval for the erection of a new educational centre building and additional mobile home for staff accommodation at The Swan Sanctuary, Shepperton
- (b) Refusal of planning permission for the demolition of existing house and erection of 6 houses and 4 flats with associated access and parking at land at 32 and r/o 28, 30 and 32a Harfield Road, Sunbury
- (c) Refusal of planning permission for the erection of a 3 storey building comprising 12 flats with associated access and parking at land r/o 85-89 Upper Halliford Road and 1&2 Chestnut Grange, Upper Halliford
- (d) Refusal of planning permission and authorisation to take enforcement action for the erection of a first floor extension with new roof and single storey rear extension at Chepstow Cottage, Staines
- (e) Approval for the erection of external ducting (in lieu of existing) at 41 Thames Street, Sunbury

**5. Other matters of interest**

- (a) A further exploratory meeting with the Inspector dealing with the Local Development Framework (LDF) was held on 4 December 2007. The Council anticipate a final decision from the Inspector on whether she feels the matter should progress to an Examination before Christmas.

The outcome of the Inspectors decision will affect the current timetable suggested for the progress of the LDF through Examination and to adoption.

Councillor John O'Hara  
*Chairman of the Planning Committee*

**13 December 2007**



## **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. SIXTH ANNUAL ASSEMBLY OF STANDARDS COMMITTEES AND LOCAL ASSESSMENT OF COMPLAINTS**

- 1.1 The Committee discussed the outcome of the Sixth Annual Assembly of Standards Committees as well as the changes that the council will need to consider to implement the local assessment process.
- 1.2 The background to this years Standards Boards Conference was on the forthcoming changes from a system whereby all complaints about breach of the members' code of conduct had to be made to the Standards Boards for England to a new system from April 2008, whereby such complaints will be made direct to the local authority concerned and dealt with through the Standards Committee.
- 1.3 The presentations and handouts at the conference are available on the Standards Board for England website [www.standardsboard.gov.uk/](http://www.standardsboard.gov.uk/) However there was a lot of debate about the future strategic role of the Standards Board and the practicalities of standards committees operating the local assessment of complaints against members.
- 1.4 The Committee noted that the Local Government and Public Involvement in Health Act 2007 received Royal Assent at the end of October 2007 and it is expected that the provisions relating to the ethical framework would come into force on 1 April 2008. The 2007 Act will lead to changed roles for the Standards Board for England, Standards Committees and Monitoring Officers. The Standards Board will become more strategic and produce more guidance for local authorities with only very sensitive or complex complaints being handled at a national level.
- 1.5 Whilst some of the details of the regulations are already known or can be confidently predicted, there are still considerable areas that remain to be covered in the regulations. The Committee expressed concerns that whilst consultation would begin as soon as the primary legislation had received royal assent, the final regulations may not be available until shortly before the new arrangements were due to start.
- 1.6 The Standards Committee together with the Monitoring Officer will become the hub of our ethical framework. These new local assessment arrangements will include:
  - Standards Committees to be responsible for receiving allegations of complaints and deciding whether any action should be taken
  - The initial assessment of allegations to determine the appropriate course of action,
  - Investigation of allegations
- 1.7 The Standards Committee will be actively involved in the introduction of the new Act and work with the Monitoring Officer to ensure the committee has in place robust procedures to handle the new legal provisions. A further report will be submitted to

the committee once the final provisions of the new legislation and draft regulation are known.

- 1.8 The committee also gave initial discussion on two other areas that would need to be addressed once the legislation was in place. This was on the indication by the Standards Board for England that they will require quarterly returns of cases that had been dealt with as well as standards committees being required to publish an annual report of their activities.

## **2. REVIEW OF THE FIRST MEMBER CODE OF CONDUCT**

- 2.1 The committee having discussed the report of the Monitoring Officer acknowledged that Spelthorne was doing extremely well compared to the national picture. During the six years the code had been in operation only three referrals concerning borough councillors had been made to the Standards Board for England. The committee noted that this figure was well below that estimated by the Standards Board for England and that the current evidence, therefore, presented no areas of concern or problems.

## **3. REVIEW OF MEMBERS TRAINING ON THE NEW CODE OF CONDUCT**

- 3.1 The Committee discussed with the Monitoring Officer the outcome of the two joint training events held with Surrey County Council on the new Code of Conduct. The training events had included the DVD produced by the Standards Board for England.
- 3.2 The Committee highlighted the importance of all members realising their responsibilities in adhering to the Code of Conduct and felt that the training had assisted members in understanding the new code.
- 3.3 A further training session would be held for those members who had not be able to attend the previous training events.

## **4. REGISTER OF FINANCIAL AND OTHER INTERESTS**

- 4.1 The Committee received a verbal report from the Monitoring Officer on the action taken to ensure that all members returned their completed register of Financial and Other Interests which was in line with the new Code of Conduct for Members.

## **5. INDEPENDENT MEMBER APPOINTMENT**

- 5.1 The Committee noted the arrangements being put in place for the re advertisement for an Independent Member to join the Standards Committee. The Closing date for applications is 8 January 2008 with interviews likely to be held during the week commencing 21 January 2008

Murray Litvak  
*Chairman of the Standards Committee*

**13 December 2007**