



13 July 2011

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TO THE COUNCILLORS OF THE SPELTHORNE BOROUGH COUNCIL

I hereby summon you to attend a meeting of the Council to be held in the **Council Chamber, Council Offices, Knowle Green, Staines** on **THURSDAY 21 JULY 2011** commencing at **7.30pm** for the transaction of the following business.

ROBERTO TAMBINI
Chief Executive

Councillors are encouraged to wear their badge of past office at the Council meeting.

EMERGENCY PROCEDURE

In the event of an emergency, leave the building immediately. Proceed downstairs by way of the main stairs or follow any of the emergency exit signs. Leave the building and assemble on the Green adjacent to Broome Lodge, which is located at the front of the Council offices.

THE LIFT MUST NOT BE USED

A G E N D A

PAGE No.

- 1. APOLOGIES FOR ABSENCE**
To receive any apologies for non-attendance.
- 2. MINUTES – COUNCIL MEETING HELD ON 26 MAY 2011**
To confirm as a correct record the Minutes of the Council Meeting held on 26 May 2011. 5 - 16
- 3. DISCLOSURES OF INTEREST**
To receive any disclosures of interest from Members in accordance with the Council's Code of Conduct for Members.
- 4. SOUTH EAST EMPLOYERS CHARTER FOR MEMBER DEVELOPMENT**
In light of the Borough Council having a new administration from May 2011, the Mayor, on behalf of the Council, to invite the Leader, Councillor Mrs. Vivienne Leighton, the Leader of the Minority Group, Councillor Ian Beardsmore, and the Chief Executive Roberto Tambini, to re-sign the Statement of the Council's commitment to the South East Employers' Charter for Member Development.
- 5. ANNOUNCEMENTS FROM THE MAYOR**
To receive any announcements from the Mayor.
- 6. ANNOUNCEMENTS FROM THE LEADER**
To receive any announcements from the Leader.
- 7. ANNOUNCEMENTS FROM THE CHIEF EXECUTIVE**
To receive any announcements from the Chief Executive.
- 8. QUESTIONS FROM MEMBERS OF THE PUBLIC**
The Leader or his nominee to answer questions raised by members of the public in accordance with Standing Order 13.
- 9. PETITION**
To receive any petitions submitted in accordance with the Council's Petition Scheme which have sufficient signatories to be debated by Council.
- 10. RECOMMENDATION FROM THE AUDIT COMMITTEE** 17 - 21
To consider the recommendation from the Audit Committee on the Anti-Fraud, Bribery and Corruption Strategy.

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| 11. REPORT FROM THE LEADER OF THE COUNCIL | 22 - 23 |
| To receive the report from the Leader of the Council on the work of the Cabinet. | |
| 12. REPORT FROM THE CHAIRMAN OF THE AUDIT COMMITTEE | 24 |
| To receive the report from the Chairman of the Audit Committee on the work of her Committee. | |
| 13. REPORT FROM THE CHAIRMAN OF THE LICENSING COMMITTEE | 25 |
| To receive the report from the Chairman of the Licensing Committee on the work of his Committee. | |
| 14. REPORT FROM THE CHAIRMAN OF THE OVERVIEW AND SCRUTINY COMMITTEE | 26 - 28 |
| To receive the report from the Chairman of the Overview and Scrutiny Committee on the work of her Committee. | |
| 15. REPORT FROM THE CHAIRMAN OF THE PLANNING COMMITTEE | 29 |
| To receive the report from the Chairman of the Planning Committee on the work of his Committee. | |
| 16. QUESTIONS ON WARD ISSUES | |
| The Leader or his nominee to answer questions from Members on issues in their Ward, in accordance with Standing Order 14. | |
| 17. GENERAL QUESTIONS | |
| The Leader or his nominee to answer questions from Members on matters affecting the Borough or for which their Committee has responsibility, in accordance with Standing Order 14. | |
| 18. URGENT BUSINESS | |
| To consider any urgent business. | |

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 26 May 2011 at 7.30pm

Present:

Ayers F.	P.C. Forbes-Forsyth	Nichols Mrs C.E.
Ayub A.	Forsbrey G.E	Patel D.
Bannister Mrs C.A.	Francis M.P.	Patterson A.C.
Beardsmore I.J.	Frazer C.M.	Pinkerton Mrs J.M.
Broom Ms P.A.	Friday A.E.	Rough Mrs M.W.
Budd S.E.W.	Gething N.	Sexton J.
Bushnell Ms M.	Gohil D.	Sider R.W.
Dale J.A.	Harman A.C.	Smith-Ainsley R.A.
Davis C.A.	Leighton Mrs V.J.	Spencer Caroline
Dunn R.D.	Madams Ms M.	Taylor S.
Dunn Mrs S.A.	Mitchell A.J.	Watts R.
T.J.M. Evans	Napper Mrs I.	Webb S.

133/11 ELECTION OF MAYOR

The retiring Mayor, Councillor Euan O'Hara, welcomed all Members and guests to the Annual General Meeting of the Council. He reported that it had been a great honour to serve as Mayor and that he had represented the Borough at over 300 events during his term of office. He highlighted some of the many and varied community events which he had enjoyed during the year, in particular the Civic Day in September, Spelthorne Young Carers' Awards, and the Charity cricket match between two teams from Spelthorne and Haringey.

He warmly thanked his Mayoress, Miss Gillian Karaviotis, for her support and his Secretary, Tracy Bragger, who had given him wonderful service throughout the year.

He thanked Councillor Budd for his support as Deputy Mayor and wished him well in his term of office as Mayor with his Mayoress, Ms. Helen Budd and Mayor's Consort, Mrs Margaret Lloyd.

In doing so, he acknowledged the sad loss of the Deputy Mayoress, Rosemary Budd.

It was moved by Councillor Mrs J.M. Pinkerton and seconded by Councillor Mrs M.W. Rough that Councillor S.E.W. Budd be elected Mayor for the Municipal Year 2011/2012.

Councillor Mrs Pinkerton spoke about Councillor Budd and said he would make an excellent ambassador for Spelthorne and would place the Council at the forefront of the Surrey Districts. In addition, he would undertake the role of Mayor with enthusiasm and dignity.

RESOLVED that Councillor S.E.W. Budd be appointed Mayor for the Municipal Year 2011/2012.

The new Mayor, Councillor Sam Budd, made the declaration of acceptance of office as Mayor of the Borough of Spelthorne and took the Chair.

He thanked his proposer and seconder and the Council for supporting him in his election as Mayor. He presented Mr Euan O'Hara with the past Mayor's badge and a scrapbook commemorating his year in office.

The retiring Mayoress Ms Gillian Karaviotis presented the new Mayoress, Ms Helen Budd, with the Mayoress' Badge and she in turn presented her with the past Mayoress' badge. Ms Gillian Karaviotis also presented the new Mayor's, Consort, Mrs Margaret Lloyd with a Mayor's Consort Badge.

The Mayor paid tribute to Mr Euan O'Hara and Gillian Karaviotis for their excellent service during the past year.

The Mayor has appointed a Chaplain for his Mayoral Year, the Reverend Rod Cosh, Area Dean of Spelthorne, and he invited him onto the dais to receive a badge of office.

The Mayor was delighted to be given the opportunity to promote Spelthorne as Mayor and he wished to continue building a community spirit with the help of the Council, its partners and the voluntary groups. He said it was a great honour to be elected as Mayor and he would work tirelessly to put Spelthorne "on the map". The Mayor announced that his Mayor's Charity Fund would be supporting Spelthorne Young Voices, The Penrose Club and reSTORE.

134/11 APOLOGIES

Apologies for absence were received from Councillors R.B. Colison-Crawford, Mrs D.L Grant and C.V. Strong.

135/11 MINUTES

The minutes of the meeting held on 28 April 2011 were approved as a correct record.

136/11 ELECTION OF DEPUTY MAYOR

It was moved by Councillor G.E. Forsbrey and seconded by Councillor Frank Ayers and

RESOLVED that Councillor R.W. Sider be appointed Deputy Mayor for the Municipal Year 2011/2012.

Councillor R.W. Sider 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 to this office.

The Mayor congratulated Councillor Sider on his election and invested him with the Badge of Office of Deputy Mayor.

The Mayoress, Ms Helen Budd presented the Deputy Mayoress, Mrs. Jeanette Sider, with the Deputy Mayoress's Badge.

Councillor Sider briefly addressed the Council and said he and the Deputy Mayoress looked forward to supporting the Mayor and the Mayoress over the coming Mayoral year.

137/11 ANNOUNCEMENTS FROM THE MAYOR

Mayoral Events

The Mayor announced the following civic event with full details being notified nearer the time:

Civic Service, St. Peter's Church, Staines – 17 July 2011

138/11 ELECTION OF COUNCIL LEADER

It was moved by Councillor R.W. Sider and seconded by Councillor Mrs J.M. Pinkerton and

RESOLVED that Councillor Mrs V.J. Leighton be appointed Leader of the Council for the Municipal Year 2011/2012.

139/11 THE LEADER'S ANNOUNCEMENTS

The Leader made an announcement as follows:

"First of all, I would like to take this opportunity to congratulate you upon your election as Mayor and I wish you every success for your Mayoral year. I feel sure that you will find it a very fulfilling role and that you will be an excellent ambassador for the Borough. I hope that I speak for all of the Chamber when I say that you take with you our very best wishes and fullest possible support as you start your Mayoral year.

Secondly, I would like to congratulate Cllr Sider on his election as Deputy Mayor. I know that you will bring a great deal of experience to the role and you will be a tremendous supporter for the Mayor in the year ahead. You have my very best wishes as you start this new appointment.

I also have to make some announcements in my capacity as the new Leader. Councillors will be aware that from today, the role of the Leader changes in that all Executive powers are now concentrated in this office. It is not my intention to exercise all of those powers because to do so would, firstly, be an impossible task and secondly, it would be a waste of the talents in this room. It is my intention to delegate the majority of Executive powers to the Cabinet to make those decisions on a collective basis as we have done in the past.

Mister Mayor I would like it to be recorded that apart from those decisions which as Leader I must make in appointing a deputy, appointing and dismissing the Cabinet and deciding Cabinet roles and responsibilities, all those functions which were the responsibility of the Cabinet or Cabinet Members in the last administration will remain as such in this administration.

I do this for two reasons; first to ensure there is some continuity from the last administration to this one, and secondly, to allow me time to review the current arrangements with the new Cabinet. It is my intention to look carefully

ANNUAL COUNCIL, 26 MAY 2011 - Continued

at all the Cabinet roles and responsibilities and I will report back later in the year, if I see the need to make further changes.

This leads me on to the next matter which is the appointment of my Cabinet. I am pleased to announce that I am appointing the following councillors to my Cabinet:

Councillors Smith-Ainsley, Pinkerton, Ayers, Davis, Evans, Forbes-Forsyth, Gething and Watts.

I look forward to working with you all. The Council has some very challenging years ahead as we continue to deliver excellent services for our residents and at the same time make financial savings.

I will take the Cabinet lead on overall strategy and budget setting. I will also be the Cabinet Member responsible for Human Resources policy.

Councillor Smith-Ainsley will retain the portfolio for Planning Policy and Housing Strategy.

Cllr Pinkerton will change portfolio to take responsibility for Older People and Health.

Cllr Ayers will retain the portfolio for Community Safety and the Council's Assets.

Cllr Davis will retain the portfolio for Economic Development.

I warmly welcome four new councillors to the Cabinet.

Cllr Watts takes on the Environment portfolio.

Cllr Gething takes on the Communications portfolio.

Cllr Forbes-Forsyth will be responsible for the Parks and Leisure portfolio which is also the portfolio for providing services and support for younger people.

Last but not least, I hand over the Finance portfolio to Cllr Evans.

For the benefit of all councillors, a handout has been provided (**Appendix B**) which gives details of the Cabinet roles and responsibilities for the time being.

My next official duty is to appoint a deputy. I have decided that in order to give better support to the Leader, and to develop increased resilience in the team, I am going to appoint two deputies. I am very pleased to announce that Councillors Richard Smith-Ainsley and Mrs Jean Pinkerton will serve as my deputies and I very much look forward to working with you.

One of these deputies needs to be designated to take over my role if I am unable to act by reason of any incapacity and so to fulfil that legal requirement I ask Cllr Smith-Ainsley to fulfil that role. Apart from that minor difference both deputies will have the same role and authority to help me perform my duties as Leader and I would ask all councillors to give them their full support in this new arrangement.

I would also say to Council that this initiative to appoint a further deputy is not made lightly, but reflects my wish to promote strength and depth in the new team and so support delivery of the best outcomes at lowest cost for our residents. The small financial adjustment required for this leadership is entirely appropriate in view of the size of the business we are running and recognises the difficulties we face and the work that will be needed, to deliver further ongoing savings whilst protecting services, when so many reductions have already been achieved to our overall budget.

One of the first jobs for the new deputies will be to work with me to ensure that the new roles and responsibilities for Cabinet are fit for purpose given the challenges faced by the Council in the forthcoming years.

Thank you Mister Mayor.”

140/11 COMMITTEES 2011-12

Details of the 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. The Council also had regard to the information set out at Agenda item 9.

It was moved by Councillor Mrs V.J. Leighton and seconded by Councillor R.A. Smith-Ainsley and

RESOLVED to agree:

- (a) The appointment of the Committees shown at Agenda Item 9(1), of the size indicated and with the terms of reference and functions set out in Part 3 (a) of the Council’s Constitution.
- (b) The allocation of seats as shown at Agenda Item 9(2).
- (c) The Members to serve on Committees as shown on Appendix A [**shown at the end of these Minutes**].
- (d) That Mr Murray Litvak and Miss Sue Faulkner be appointed as Chairman and Vice-Chairman, respectively, of the Standards Committee.

140/11A DISCRETIONARY HOUSING PAYMENTS REVIEW BOARD

It was moved by Councillor Mrs V.J. Leighton and seconded by Councillor R.A. Smith-Ainsley and

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

140/11B APPOINTMENT BY THE COUNCIL TO OUTSIDE BODIES

It was moved by Councillor Mrs V.J. Leighton and seconded by Councillor Mrs J.M. Pinkerton and

RESOLVED that Councillor Mrs D.L. Grant be appointed as the Council's representative on the South West Middlesex Crematorium Board and that Councillor Mrs. J.A. Dale be appointed as her Deputy.

It was moved by Councillor R.A. Smith-Ainsley and seconded by Councillor Mrs J.M. Pinkerton and

RESOLVED that Councillor Mrs. V.J. Leighton be appointed as the Council's representative on the Surrey First Joint Committee.

APPOINTMENTS TO COMMITTEES

Audit Committee

[7 seats – 6 Conservative – 1 Liberal Democrat]

Councillors

P. C. Forbes-Forsyth

A.E. Friday

D.L. Grant

M. J. Madams

D. Patel

A.C. Patterson

C.V. Strong

Licensing Committee

[15 seats – 13 Conservative – 2 Liberal Democrat]

Councillors

F. Ayers

A. Ayub

C.A. Bannister

M. Bushnell

R.B. Colison-Crawford

J.A. Dale

Mrs S.A. Dunn

C.M. Frazer

D. Gohil

D.L. Grant

A.C. Harman

A.J. Mitchell

Mrs. I. Napper

Mrs. M.W. Rough

R.W. Sider

Overview and Scrutiny Committee

[15 seats – 12 Conservative – 3 Liberal Democrat]

Councillors

A. Ayub

C.A. Bannister

I.J. Beardsmore

Ms. P.A. Broom

M. Bushnell

R.D. Dunn

M.P.C. Francis

D. Gohil

Mrs. I. Napper

Mrs C.E. Nichols

D. Patel

A.C. Patterson

Mrs M.W. Rough

J.R. Sexton
S. Webb

Planning Committee

[15 seats – 12 Conservative – 2 Liberal Democrat – 1 Independent]

Councillors

I.J. Beardsmore
Mrs S. A. Dunn
G.E. Forsbrey
M.P.C. Francis
A.E. Friday
N. St. J. Gething
A.C. Harman
A.J. Mitchell
D. Patel
J.R. Sexton
R.W. Sider
R.A. Smith-Ainsley
Mrs C.L. Spencer
S.D. Taylor
S. Webb

Standards Committee

[6 seats – 5 Conservative – 1 Liberal Democrat]

Councillors

R.D. Dunn
P.C. Forbes-Forsyth
G.E. Forsbrey
C.M. Frazer
M.J. Madams
S.D. Taylor

Staffing and Appeals Committee

[5 seats – 4 Conservative – 1 Liberal Democrat]

[Nominations as and when required]

CABINET PROCEDURE RULES - DETAILS OF THE CABINET AREAS OF RESPONSIBILITY

Cabinet Member	Community Plan Theme	Corporate Plan Theme	Cabinet Areas of Responsibility
<p>Leader of the Council</p> <p>Councillor Mrs. V.J. Leighton</p>	Overall plan	Overall plan	<ul style="list-style-type: none"> • Strategic issues affecting the Borough • Corporate business planning • Strategic financial management and budget setting • Surrey First Joint Committee • Human Resources
<p>Deputy Leader</p> <p>Planning and Housing</p> <p>Councillor R.A. Smith-Ainsley</p>	Housing Infrastructure and Environment	Supporting Housing Needs	<ul style="list-style-type: none"> • Planning policy, strategic planning and the Local Development Framework • Strategic housing services, housing options, housing advice and housing benefits • Affordable housing and homelessness • Corporate approach to information technology • ICT and data quality
<p>Deputy Leader</p> <p>Older People and Health</p> <p>Councillor Mrs. J.M. Pinkerton</p>	Health and Well-being	Help for Older People in Need	<ul style="list-style-type: none"> • Service and support to promote the health of the population of Spelthorne • Service and support to meet the needs, health and well-being of adults and older people, both in their home life and leisure activities • Assistance for older people • Day Centre provision • SPAN • Meals on wheels • Spelride, disability issues and access • Concessionary fares • Supporting People • Public health • Health and safety enforcement (external) • Food safety enforcement

Cabinet Member	Community Plan Theme	Corporate Plan Theme	Cabinet Areas of Responsibility
Community Safety and Council Assets Councillor F. Ayers	Safer Stronger	A Safer Spelthorne	<ul style="list-style-type: none"> • Crime and disorder activities • Liaising/consultation with the community and other organisations relating to community safety • Community safety • Spelthorne safer, stronger partnership • Anti-social behaviour • Perception of crime • Asset Management (including security of our Assets) • Corporate Health and Safety • Business Continuity
Economic Development Councillor C.A. Davis	Economic Development	Economic Development	<ul style="list-style-type: none"> • Economic development • Regeneration • Lifelong learning and skills development • Encouraging use of public transport • Liaison with and representations to Surrey County Council as the Highways and Passenger Transport authority • The sustainable vitality of local shopping communities • Taxi licensing • Democratic arrangements and the Constitution • Corporate legal duties including Committee Services

<p>Finance and Resources Councillor T. Evans</p>	<p>Economic development</p>	<p>Economic development</p>	<ul style="list-style-type: none"> ● Internal financial support services, audit and risk management ● Business improvement ● Parking services ● Procurement champion ● Accountancy ● Audit ● Customer services ● Budgeting ● Financial Management ● Revenues
<p>Parks and Leisure Councillor P. Forbes-Forsyth</p>	<p>Children and Young People</p>	<p>Supporting Young People</p>	<ul style="list-style-type: none"> ● Services and support to meet the needs and promote the health and well-being of younger people ● Leisure and cultural opportunities ● Leisure activities and development ● Links with Spelthorne Youth Council, youth groups and other organisations for children and young people ● Parks and open spaces ● Allotments ● Cemeteries
<p>Communications Councillor N.S. Gething</p>	<p>General liaison/consultation arrangement with the community</p>	<p>All aspects of the Council's communications and publicity</p>	<ul style="list-style-type: none"> ● Communication, publicity and media liaison ● Borough bulletin ● Reputation management and customer satisfaction ● Consultation and community engagement arrangements ● Equalities and social inclusion ● Have Your Say events ● Neighbourhood grants ● Voluntary sector liaison ● Grants to outside organisations ● Member development and information

Environment Councillor R.L. Watts	Housing, Infrastructure and Environment	A Cleaner and Greener Environment	<ul style="list-style-type: none">• Waste strategy and management• Street scene – including litter, graffiti and fly tipping• Pollution control (including noise) and contaminated land• Carbon management• Climate change• Promotion of sustainability and other environmental issues• Emergency Planning (including flooding)
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RECOMMENDATION FROM THE AUDIT COMMITTEE

1. ANTIFRAUD, BRIBERY AND CORRUPTION STRATEGY

- 1.1 The Audit Committee undertook an annual review of the Council's Anti-Fraud and Corruption Strategy at its meeting on 23 June 2011 in accordance with Chartered Institute of Public Financial Accountants (CIPFA) guidance.
- 1.2 It was proposed to amend the AntiFraud and Corruption Strategy to incorporate the Bribery Act 2010 which came into effect on 1 July 2011. This Act reforms the criminal law to provide a new scheme of bribery offences and is applicable to both private and public sector organisations.
- 1.3 An amendment was also made to paragraph 15 of the attached Strategy in relation to informing Cabinet members of disciplinary action taken and cases referred to the police.
- 1.4 **The Audit Committee recommends that Council approves the changes to the AntiFraud and Corruption Strategy to incorporate the Bribery Act 2010 and other minor amendments.**

Councillor Mrs M. J. Madams
Chairman of the Audit Committee

21 July 2011

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

This is my report as the Leader of the Council on the work of the Cabinet. It is an overview of the issues the Cabinet discussed at its meeting on 21 June 2011.

1. COMBINED HEAT AND POWER CONTRACT – KEY DECISION

- 1.1 We discussed the installation of a Combined Heat and Power (CHP) unit which will reduce the cost of energy provision at the Council offices and Spelthorne Leisure Centre.
- 1.2 We noted that the capital and maintenance costs of the project will be less than the current energy and maintenance costs; therefore the savings generated will be used to pay for the works and there will not be any impact on Council budgets.
- 1.3 We agreed to the installation of the CHP unit, to be located in the Council offices.

2. ENERGY PROCUREMENT - LASER

- 2.1 We considered a report on the use of LASER as the purchasing consortium for gas and electricity supply to the Council from October 2012 to September 2016.
- 2.2 We noted that the Surrey Leaders' group has suggested getting all the Districts and Boroughs together to see if further discount could be negotiated with LASER.
- 2.3 We also noted that Spelthorne is already making savings through this purchasing method.
- 2.4 We agreed to the continued use of LASER as the purchasing organisation for gas and electricity at Spelthorne on the basis that the flexible purchasing method, including Purchase in Advance (PIA), is the right one for the Council.

3. WASTE POLICIES

- 3.1 We considered a report on policies which are intended to minimise the collection of non-recyclable waste and enhance recycling rates.
- 3.2 We noted that residents are taking a keen interest in recycling, especially food waste; and the need to continue getting the message across to all the residents.
- 3.3 We agreed that officers would implement the proposed policies, in particular the one relating to the new food waste collection service.

4. PURCHASE OF A NEW WALLED GARDEN IRRIGATION SYSTEM

- 2.1 We considered a report on the funding for the installation of a completely new garden irrigation system due to the intermittent failure of the current system.
- 2.2 We noted, in particular, the importance of the walled garden as a valuable asset to the borough in terms of visitor numbers and the pleasure which people gained from visiting the site.
- 2.3 We agreed to spend £27,640 on a new irrigation system.

Councillor Mrs. Vivienne Leighton
Leader of the Council

21 July 2011

REPORT OF THE CHAIRMAN ON THE WORK OF THE AUDIT COMMITTEE

The Audit Committee held a meeting on 23 June 2011 and considered the following items of business.

1. OVERVIEW ON ROLE OF AUDIT COMMITTEE

The Committee received a presentation which outlined the responsibilities of the Audit Committee and the core functions through which they were met.

2. CORPORATE RISK MANAGEMENT

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

3. AUDIT SERVICES ANNUAL REPORT 2011

The Committee considered and approved a report which summarised the work undertaken by Audit Services during the period April 2010 – March 2011.

The Committee noted internal audit's overall opinion on the Council's internal control environment, that it was adequate and effective.

4. ANTI FRAUD AND CORRUPTION STRATEGY

The Committee considered a report on a review of the Anti Fraud and Corruption Strategy which had been amended to incorporate the new Bribery Act 2010 which would come into effect on 1 July 2011.

The Committee agreed to recommend Council that the amendments to the Anti Fraud and Corruption Strategy including incorporating the Bribery Act, be approved.

5. COMMITTEE WORK PROGRAMME 2011/12

The Committee considered and approved its Work Programme for the remainder of the municipal year 2011/12.

Councillor Mrs M.J. Madams
Chairman of the Audit Committee

21 July 2011

REPORT OF THE CHAIRMAN ON THE WORK OF THE LICENSING COMMITTEE

There have been three Licensing Sub-Committees and one Licensing Committee meeting since my last report. Details of their work are set out below.

LICENSING SUB-COMMITTEE 2 JUNE 2011

A Licensing Sub-Committee considered a report to determine whether or not Mr M. Aziz was a fit and proper person to retain a hackney carriage driver licence.

The licence issued to Mr Aziz to drive a hackney carriage vehicle was suspended for a period of 21 days, for the reasons set out in the decision notice.

LICENSING COMMITTEE 8 JUNE 2011

The Licensing Committee considered a report on a proposal to increase the Hackney Carriage tariff rates for the period 2011-12.

The Committee resolved to approve the proposed increase in Hackney Carriage tariff rates.

LICENSING SUB-COMMITTEE 28 JUNE 2011

A Licensing Sub-Committee considered an application by Surrey Police for the review of the premises licence in respect of Sunny Food and Wine, 117 Groveley Road, Sunbury. The premises licence was revoked as set out in the decision notice.

LICENSING SUB-COMMITTEE 29 JUNE 2011

A Licensing Sub-Committee considered an application by Surrey Police for the review of the premises licence in respect of AM2PM, 8 Woodthorpe Road, Ashford.

The premises licence was revoked as set out in the decision notice.

Councillor Robin Sider
Chairman of the Licensing Committee

21 July 2011

REPORT OF THE CHAIRMAN ON THE WORK OF THE OVERVIEW AND SCRUTINY COMMITTEE

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

1. INTRODUCTIONS

- 1.1 As this was the first meeting of the Committee since the borough elections I invited each member of the committee to introduce themselves including which Ward they represented as well as identifying topics of interest/concerns that could be considered for inclusion in the work programme.
- 1.2 The Vice Chairman Councillor Mrs M. Rough gave a brief explanation on the role of the scrutiny committee and how task groups work.

2. MEETING ARRANGEMENTS

- 2.1 The Committee have authorised me to amend the time and venues of committee meetings if required with the meeting dates being as follows:
Tuesday 13 September 2011
Tuesday 15 November 2011
Tuesday 7 February 2012

3. FINANCIAL REPORTS

- 3.1 The Committee received two financial monitoring reports setting out the provisional outturn position for both revenue and capital for 2010/2011. In relation to Capital £1,792k had been spent against a revised budget including carry forwards from 2009/10 of £2,567k with a variance of £775k.
- 3.2 In respect of Revenue £13.428m had been spent against the original budget of £13.501m. A briefing paper explaining the final year-end adjustments for the Revenue Outturn 2010-11 was circulated at the meeting.
- 3.3 The Committee were pleased to note that the right to buy interest of approximately £161k had been received in relation to prior year sales of shared ownership properties by A2D.
- 3.4 The Committee also discussed the Treasury Management annual report for 2010/11 which covered the council's activities in the borrowing and investment market.
- 3.5 The Committee agreed that arrangements be made for a training session for members explaining local government finance at 7.00pm on 13 September 2011.

4. FOOD WASTE COLLECTION SERVICE

- 4.1 The Committee received a presentation from the Head of Sustainability and Leisure on the progress being made with the introduction of the food waste scheme which would commence in October this year. In support of the presentation Members had regard to a report previously considered by the Cabinet at its meeting on 30 March 2011.

- 4.2 The Committee agreed to establish a task group to take the scheme forward and replicate the success that was obtained with the introduction of the Alternate Weekly Collection Scheme. Since this meeting the task group has met and will be reporting back to the Committee at its meeting on 13 September 2011. The Cabinet Member for the Environment is participating in the work of the Task Group.

5. WASTE POLICIES

- 5.1 The Committee discussed a report on waste collection policies and how the policies would be enforced with an aim of minimising rubbish collections and enhance recycling.

6. PARKS AND OPEN SPACES

- 6.1 The Committee received a presentation from the Open Spaces and Sustainability Manager on the current plans for parks and open spaces within the Borough.
- 6.2 The Committee agreed to establish a task group to look at how to make them more inclusive to serve all members of the community including facilities for disabled children. The Committee identified that Laleham Park be used as a pilot scheme. The Cabinet Member for Parks and Leisure and the Cabinet Member for Economic Development are participating in the work of the Task Group
- 6.3 The Committee also discussed allotments and agreed that it would be beneficial for members to work with the officers on reviewing allotments and how they are managed. It was agreed that Councillor M. Francis be appointed to work with the Allotment Liaison Group.

7. ELECTION ISSUES

- 7.1 As Chairman I had requested that a briefing paper from the Chief Executive on various aspects of the recent Borough Council elections particularly on costs, staffing and count procedures be presented to this meeting.
- 7.2 The Committee agreed that a task group be established to work with the election team to review the processes used at the count and to report the findings back to the September meeting of this Committee.

8. CODE OF CORPORATE GOVERNANCE

- 8.1 The Committee discussed a report on the recent review of the local Code of Corporate Governance which forms part of the Council's Constitution and based upon the CIPFA/SOLACE framework.
- 8.2 As the Chairman I advised the committee that this was an important document but which would be affected by the changes being introduced via the Localism Bill and it would be more appropriate to undertake an in-depth review once the new legislation was in place.

9. CABINET MEMBERS

- 9.1 On behalf of the Committee I thanked the following Cabinet Members for attending the meeting and taking part in the debate of those items relevant to their Portfolio:

Councillor Mrs V.J. Leighton – Leader of the Council and Cabinet Member for Strategy and Staff

Councillor Mrs J.M. Pinkerton – Deputy Leader of the Council and Cabinet Member for Older People and Health Liaison

Councillor C.A. Davis – Cabinet Member for Economic Development

Councillor Ms P. Forbes-Forsyth – Cabinet Member for Parks and Leisure

Councillor R.L. Watts – Cabinet Member for the Environment

Councillor Philippa Broom

Chairman of the Overview and Scrutiny Committee

21 JULY 2011

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 items considered by the Planning Committee at both those meetings held in June.

The meeting on **1 June** dealt with 4 items. Public speaking took place on 2 items with 3 people taking the opportunity to address the Committee.

. The most notable items on the agenda were:

- The granting of permission for the installation of six antennas face mounted to the external church walls and one equipment cabinet at ground level at Christ Church, Warwick Avenue, Staines.
- The refusal of an application to allow the display and sale of one motor vehicle on land to the front of the property at 38 Walton Bridge Road, Shepperton.
- The consideration of a consultation from Surrey County Council on an application for the construction of a rail/road freight interchange on land north of A4 Colnbrook By-pass and west of Lakeside Road, Colnbrook By-pass. It was resolved to raise no objection in principle to the proposal subject to the provision of improved links between the Spelthorne section of the Colne Valley Park and that part to the north of the site.

The meeting on **29 June** dealt with 5 items. There were no public speakers on any of the items. The most notable items on the agenda were:

- The consideration of an application for the proposed development of a waste management Eco Park on the site of the existing waste management facilities at Charlton Lane, Upper Halliford. It was resolved at that meeting that Surrey County Council be informed of Spelthorne's very strong objections, agreed at its meeting on 26 January 2001, are confirmed.
- The consideration of an application to build 12 no. two-bedroom apartments on land at the rear of 85-93 (odd) Upper Halliford Road and 1&2 Chestnut Grange, Upper Halliford, Shepperton. It was resolved to defer a decision on the application in order to enable further consideration to be given to the adequacy of parking provision and suitability of access.
- The granting of permission for the demolition of no. 213 London Road and the erection of a new warehouse building (Use Class B8).
- The granting of planning permission for the demolition of the existing building at Sheraton House, Brooklands Close, Sunbury and the erection of 9 single-storey industrial/storage units (Use Classes B1c/B2/B8).