



16 February 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 24 FEBRUARY 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

AGENDA

PAGE No.

1. APOLOGIES FOR ABSENCE

To receive any apologies for non-attendance.

2. MINUTES – COUNCIL MEETINGS HELD ON 16 DECEMBER 2010

To confirm as a correct record:

- a) the Minutes of the Special Council held on 16 December 2010 and
- b) the Minutes of the Council Meeting held on 16 December 2010.

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6 - 14

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

- 1) The Mayor to present the Young Carers Awards.
- 2) The Mayor to present Peggy Pickering with a framed copy of her picture as thanks for allowing him to use her original painting as the Mayor's Christmas Card 2010.
- 3) To receive any other 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

The Leader or his nominee to answer questions raised by members of the public in accordance with Standing Order 13.

8. PETITION

To receive any petitions submitted in accordance with the Council's Petition Scheme which have sufficient signatories to be debated by Council.

9. RECOMMENDATIONS FROM THE CABINET

15 - 17

To consider the recommendations from the Cabinet on:

- (1) Outline Budget 2011/2015 – Key Decision**
- (2) Detailed Budget 2011/2012 – Key Decision**
(A Budget Book [green cover] [to be circulated under separate cover] will reflect the recommendations made by the Cabinet on 15 February 2011.)
- (3) Treasury Management Strategy Statement and Annual Investment Strategy 2011/2012 – Key Decision**

(4) Calendar of meetings June 2011- May 2012

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|------------|--|----------------|
| 10. | REPORT FROM THE LEADER OF THE COUNCIL | 18 - 20 |
| | To receive the report from the Leader of the Council on the work of the Cabinet. | |
| 11. | REPORT FROM THE CHAIRMAN OF THE LICENSING COMMITTEE | 21 |
| | To receive the report from the Chairman of the Licensing Committee on the work of his Committee. | |
| 12. | REPORT FROM THE CHAIRMAN OF THE OVERVIEW AND SCRUTINY COMMITTEE | 22 - 23 |
| | To receive the report from the Chairman of the Overview and Scrutiny Committee on the work of her Committee. | |
| 13. | REPORT FROM THE CHAIRMAN OF THE PLANNING COMMITTEE | 24 |
| | To receive the report from the Chairman of the Planning Committee on the work of his Committee. | |
| 14. | 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. | |
| 15. | 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. | |
| 16. | URGENT BUSINESS | |
| | To consider any urgent business. | |

MINUTES OF THE SPECIAL COUNCIL MEETING HELD ON 16 DECEMBER 2010

BOROUGH OF SPELTHORNE

**AT THE MEETING OF THE SPELTHORNE BOROUGH COUNCIL HELD IN THE
COUNCIL CHAMBER, COUNCIL OFFICES, KNOWLE GREEN, STAINES ON
THURSDAY 16 DECEMBER 2010**

Amos Mrs P.C.	Crabb T.W.	Packman J.D. (Leader)
Ayers F.	Davis C.A.	Pinkerton Mrs J.M.
Bain Miss M.M.	Dunn Mrs S.A.	Pinkerton Jack D.
Beardsmore I.J.	Forsbrey G.E.	Sider R.W.
Bell Mrs E.M.	Grant Mrs D.L.	Smith-Ainsley R.A. (Deputy Leader)
Bouquet M.L.	Hirst A.P.	Spencer Mrs C.L.
Broom Ms P.A.	Hyams Ms N.A.	Strong C.V.
Budd S.E.W. (Deputy Mayor)	Leighton Mrs V.J.	Thomson H.A.
Colison-Crawford R.B.	Nichols L.E.	Trussler G.F.
	O'Hara E. (The Mayor)	

Mr Murray Litvak - Chairman of the Standards Committee

Councillor E. O'Hara, The Mayor, in the Chair

367/10 APOLOGIES

Apologies for absence were received from Councillors S. Bhadye, K. Chouhan, K.E. Flurry, H.R. Jaffer, D.L. McShane, Mrs I. Napper, Mrs C.E. Nichols, Mrs M.W. Rough, S.J. Rough and M.T. Royer. Apologies were also received from Ms Sue Faulkner, the Vice Chairman of the Standards Committee.

368/10 RECOMMENDATIONS OF THE CABINET

The Council considered the recommendation of the Cabinet on proposals for a new governance model and implementation of the new arrangements.

Borough councils currently operating executive arrangements must change to either a Strong Leader and Cabinet model or a Directly Elected Mayor and Cabinet model by May 2011.

RESOLVED that

1. The Leader and Cabinet model as set out in the Local Government Act 2000 (as amended by the Local Government and Public Involvement in Health Act 2007) and the published proposals set out in Appendix 1 to the report of the Monitoring Officer, be adopted with effect from the third day after the local elections in May 2011; and
2. The Head of Corporate Governance be authorised to make consequential changes to the Council's Constitution.

MINUTES OF THE COUNCIL MEETING HELD ON 16 DECEMBER 2010

BOROUGH OF SPELTHORNE

AT THE MEETING OF THE SPELTHORNE BOROUGH COUNCIL HELD IN THE COUNCIL CHAMBER, COUNCIL OFFICES, KNOWLE GREEN, STAINES ON THURSDAY 16 DECEMBER 2010

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

Murray Litvak – Chairman of Standards Committee

Councillor E. O'Hara, The Mayor, in the Chair

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Apologies for absence were received from Councillors S. Bhadye, K. Chouhan, H.R. Jaffer, D.L. McShane, Mrs C.E. Nichols, Mrs M.W. Rough, S.J. Rough, M.T. Royer and Mrs C.L. Spencer. Apologies were also received from Ms Sue Faulkner, the Vice Chairman of the Standards Committee.

370/10 MINUTES

The minutes of the meeting held on 21 October 2010 were approved as a correct record.

371/10 DISCLOSURES OF INTEREST

Councillor I.J. Beardsmore declared a personal interest in Agenda Item 17 in relation to the Chairman's report on the special meeting held to consider the proposed Eco Park development at Charlton Lane, Shepperton. He was a member of the Surrey County Planning Committee and would take no part in any discussion or vote on this matter.

372/10 SOUTH EAST EMPLOYERS CHARTER FOR ELECTED MEMBER DEVELOPMENT

The Mayor announced that Spelthorne Borough Council had been reaccredited with the South East Employers (SEE) Elected Member Development Charter and was honoured that the Chair of South East Employers, Councillor Rory Love had attended the meeting to present the Council with the South East Employers' Certificate to signify the Borough Council's commitment to the principles of the Charter.

Councillor Love commented that he was privileged to be invited to this meeting to present the certificate which celebrated the Council's successful re-assessment against the Charter standard. The Charter was recognition of the investment and value which the Council placed in member development.

Spelthorne Borough Council was just the second council in the south-east to be awarded the Charter the first time around in September 2006. The Charter assessment team were impressed with the profile and importance attached to member development across this Council.

He thanked councillors and officers for their work in securing the re-accreditation and the key role played by the Member Development Steering Group. He looked forward to Spelthorne Borough Council continuing its commitment to member development and sharing its success with other local authorities.

373/10 ANNOUNCEMENTS FROM THE MAYOR

1) Spelthorne Business Forum - Christmas Cards Competition – Presentation of Certificates to students from The Matthew Arnold School

The Mayor thanked Moya Zenonos from Matthew Arnold School for all her hard work in organising the School's involvement in the Christmas Cards Competition.

The Mayor presented certificates to the following students from the School who had participated in the successful Christmas Card Competition in partnership with the Spelthorne Business Forum and the Borough Council: Robert Ellis (who designed the Christmas Card chosen for Spelthorne Borough Council), Daisy-Jade Davis (who designed the Christmas Card chosen for Spelthorne Business Forum), Georgia Brakespear (who designed the Christmas Card chosen for Matthew Arnold School), Nina Loginov, Jay Simpson, Ella Smith and Callum Wright.

2) Mayoral Events

The Mayor reminded Members of the forthcoming Charity Ball to be held at the Runnymede Hotel on 26 February 2011.

374/10 ANNOUNCEMENTS FROM THE LEADER

Government Grants settlement

The Leader, Councillor J.D. Packman, announced the recent details of the grants settlement for local authorities for 2011-12 and 2012-13. Spelthorne faced a cut in grant of 16.5% in 2011-12 and 9.4% in 2012-13. This was worse than the 11% the Council had been predicting for 2011-12 and in effect meant it had suffered roughly a 26% cut in just two years when the Government forecast produced by the Comprehensive Spending Review was an average cut for local authorities of 19% (in cash terms) over four years.

As an additional blow and as a consequence of transferring concessionary fares to Surrey County Council by April next year, the Council had also had £649k grant removed from it; this was £149k more than the scheme cost in its entirety, which added further to the budget deficit and the savings that needed to be found to offset this amount by February 2011.

The Leader reminded the Council that prior to the announcement of the settlement grant much work had been done in the Council to find and achieve £1million of savings to ensure it arrived at a balanced budget early in the New Year. As a result of the settlement grant, it was now necessary to go back to the Management Team, Heads of Service and all the staff to ask them to look again for another £500k in order to achieve a balanced budget. The Leader and Chief Executive would be making representations to the government and had a meeting arranged with the MP, Kwasi Kwarteng to discuss the matter.

Visit to Mauritius

Councillor J.D. Packman reported that 25 people from the Borough including representatives from councillors and officers had spent a fantastic week in Mauritius as part of their Twinning celebrations, and were warmly received by their hosts. The Chief Executive, Roberto Tambini, the Mayor, Councillor J.E. O'Hara and the Leader, Councillor Packman had met two Mauritian government ministers to discuss waste and recycling issues. The Chief Executive gave a presentation to another minister to encourage the Mauritians to use Surrey as their base for the 2012 Olympics. The Leader wished to encourage local schools to make contact with their counterparts in Mauritius.

The Mayor added that he intended to write to the Chairman of Grand Port Savanne District Council to express the Council's gratitude for their hospitality.

375/10 STATEMENT OF LICENSING POLICY 2011-2014

The Council considered the recommendation of the Cabinet on adoption of a Statement of Licensing Policy 2011-14.

RESOLVED that the proposed Statement of Licensing Policy 2011-14, be adopted for implementation from 5 January 2011.

376/10 REFERRAL FROM THE CABINET

The Council considered the report of the Assistant Chief Executive on parking in Orchard Meadow Car Park and The Avenue, Sunbury following referral of a petition on the matter by Cabinet at its meeting on 23 November 2010.

RESOLVED that Council agrees:

- 1) to continue charging in the car park as this will help cover the cost of running the car park;
- 2) to work with Surrey County Council (SCC) on parking at the southern end of the Avenue.

377/10 RECOMMENDATION FROM THE STANDARDS COMMITTEE

The Council considered the recommendation from the Standards Committee on the revised Planning Code.

RESOLVED that the revised Planning Code, in line with the changes shown in Appendix 1 of the report of the Monitoring Officer, be adopted.

378/10 **REPORT FROM THE LEADER OF THE COUNCIL**

The Leader of the Council, Councillor J.D. Packman, presented his report, which outlined some of the important issues the Cabinet had discussed at its meeting on 23 November 2010. Councillor Lawrence Nichols asked the Leader to comment on the adequacy of financial reporting made to members. Councillor John Packman responded that great strides had been made to simplify the reports but he accepted that further improvements could be made and welcomed any ideas Councillor Nichols might have to make them easier to understand. He acknowledged that in view of the future difficult budget situation it was important for all councillors to understand the financial reports and raise any questions about them with the relevant officers.

379/10 **REPORT FROM THE CHAIRMAN OF THE AUDIT COMMITTEE**

The Vice-Chairman of the Audit Committee, Councillor M.L. Bouquet, presented the report, which outlined the matters the Committee had considered at its meeting on 9 December 2010.

380/10 **REPORT FROM THE CHAIRMAN OF THE CRIME AND DISORDER SCRUTINY COMMITTEE**

The Chairman of the Crime and Disorder Scrutiny Committee, Councillor Ms P.A. Broom, presented her report, which outlined the matters the Committee had decided at its first meeting.

381/10 **REPORT FROM THE CHAIRMAN OF THE LICENSING COMMITTEE**

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

382/10 **REPORT FROM THE CHAIRMAN OF THE OVERVIEW AND SCRUTINY COMMITTEE**

The Chairman of the Overview and Scrutiny Committee, Councillor Ms P.A. Broom, presented her report, which outlined the matters the Committee had decided since the last Council meeting.

383/10 **REPORT FROM THE CHAIRMAN OF THE PLANNING COMMITTEE**

The Chairman of the Planning Committee, Councillor H.A. Thomson, presented his report, which outlined the matters the Committee had decided since the last Council meeting.

384/10 **MOTIONS**

Under Standing Order 16.3, the Council had received Notice of three Motions:

Councillor Robin Sider proposed and Councillor Kevin Flurry seconded the following motion:

- 1) That committee room 4 be re-designated and hereafter known as the "Trevor Baker Room" in memory and in recognition of the outstanding service to this council by the late Trevor Laurence Baker.

Councillor Robin Sider paid tribute to Trevor Baker, who he described as “an exceptional employee”. Councillor Ian Beardsmore said his group were delighted to support the Motion as a fitting tribute to a remarkable man.

The Motion was then voted upon and carried.

Councillor Lawrence Nichols, on behalf of Councillor Caroline Nichols, proposed and Councillor Tony Crabb seconded the following motion:

- 2) Council notes that the quality of scrutiny in Spelthorne Borough Council has decreased, is decreasing and ought to be restored.

The Council debated the Motion.

Councillor L.E. Nichols requested under Standing Order 21.4 that the vote on the motion be recorded. The voting was as follows:

AGAINST: (21)	Councillors Mrs P.C. Amos, F. Ayers, Miss M.M. Bain, M.L. Bouquet, Ms P.A. Broom, C.A. Davis, K.E. Flurry, G.E. Forsbrey, Mrs D.L. Grant, A.P. Hirst, Ms N.A. Hyams, Mrs V.J. Leighton, Mrs I. Napper, E. O’Hara, J.D. Packman, Jack D. Pinkerton, Mrs J. M. Pinkerton, R.W. Sider, R.A. Smith-Ainsley, H.A. Thomson and G.F. Trussler.
FOR: (8)	Councillors I.J. Beardsmore, Mrs E.M. Bell, S.E.W. Budd, R.B. Colison-Crawford, T.W. Crabb, Mrs S.A. Dunn, L.E. Nichols and C.V. Strong

The Motion was lost.

Councillor Ian Beardsmore, on behalf of Councillor Caroline Nichols, proposed and Councillor Lawrence Nichols seconded the following motion:

- 3) As a matter of urgency this Council resolves to produce an SPD which reduces the annual housing target 2011-2026 from 166 to 120 dwellings per annum.

The Motion was debated, voted upon and lost.

385/10 QUESTIONS ON WARD ISSUES

The Mayor, Councillor E. O’Hara, had reported at the beginning of the meeting that questions together with the answers would not be read out but had been circulated. However under Standing Order 14.5 supplementary questions would be permitted but that in the interest of fairness gave a direction that the answers would be provided in writing in order to ensure that a properly considered response was provided.

1. Question from Councillor Lawrence Nichols

“Does Spelthorne Borough Council believe that the Enviro report for Surrey County Council gave adequate weight to the poor local air quality and the transport issues facing the site?”

The response circulated at the meeting is set out below:

The development of an Eco Park at Charlton Lane is a planning matter which is the responsibility of the County Council as the Local Planning Authority for matters of waste disposal. Our own Council is a statutory consultee for applications of this nature and, under our constitution, all such matters are delegated to the Planning Committee. It is important to note that the Planning Committee's decision in this regard does not have to be ratified by Council and so they have the final word as far as this Council goes. Once our Planning Committee has made its views known, these will go to the County Council as relevant considerations for its own Planning Committee.

I can assure you that our committee report will consider all the relevant material planning considerations, including the issues raised in these questions in respect of the Eco Park application. It would, therefore, be totally inappropriate to answer this question at Council in advance of the planning committee.

Under Standing Order 14.2 Councillor Lawrence Nichols asked the following supplementary question:

"When did the Council first receive the Enviro report and can the Council confirm that no response whatsoever was made to this report?"

The response provided subsequently in writing is set out below:

"The Enviro report was published in November 2009. The Council received a copy in April 2010, some time after the report had been finalised. The Council were not party to any consultation from SCC during the drafting of the document, and as such were not able to comment on its content. We have not given any formal response to the report since we received it."

Question from Councillor Sandra Dunn

"Does Spelthorne Borough Council consider the sum of £75,000 offered by SITA for local environmental projects to be adequate compensation for the environmental impact of the proposed gasification plant and anaerobic digester at Charlton Lane? What efforts have SBC made to influence the level of this proposed payment?"

The response circulated at the meeting is set out below:

As stated in my previous answer to Councillor Lawrence Nichols, this issue will be considered by the planning committee when it makes its views on the County consultation on the Eco Park. I cannot, therefore, comment on the sum offered. However, I am able to confirm that no discussions took place between Surrey County and ourselves about the sum or the environmental projects it could be spent on, before the sum was offered.

386/10 GENERAL QUESTIONS

Five general questions had been submitted under Standing Order 14. The Mayor, Councillor E. O'Hara, had reported at the beginning of the meeting that questions together with the answers would not be read out but had been circulated. However

under Standing Order 14.5 supplementary questions would be permitted but that in the interest of fairness gave a direction that the answers would be provided in writing in order to ensure that a properly considered response was provided.

1. Question from Councillor Robin Sider

“In view of the recent inclement weather, will the Leader join me in thanking our team of dedicated staff who continued to provide key front line services such as refuse, community centres and Meals on Wheels in what can only be described as atrocious conditions.”

The response circulated at the meeting is set out below:

Thank you Councillor Sider for your question, I can indeed support your request. Staff in our frontline services have always been most willing to respond to such problems with flexibility and keenness to help others. I have already expressed my thanks to them as have many councillors and equally important, I have been impressed by the number of residents who have also expressed their thanks.

Mindful of the current forecast I hope we are not tempting providence.

2. Question from Councillor Elizabeth Bell

“In the media recently we have been advised that the Council are considering changing the name of Staines to Staines-on-Thames. Please can the Portfolio Holder advise us if this is indeed a consideration and if they believe this is good use of public money during the present economic climate?”

The response circulated at the meeting is set out below:

You make mention of the present economic climate which we are all very conscious of but we must continue to review or consider any such proposals that come before us. It is our intention to arrange to contact the residents of Staines to seek their views on the proposal in early summer. The cost of this will be minimal. Speaking personally I think the idea has merit and should not be dismissed out of hand until the full facts have been outlined.

3. Question from Councillor Lawrence Nichols

“Does Spelthorne Borough Council endorse the scores and conclusions of the site evaluation in the Enviros report (November 2009) which was used to justify the choice of Charlton for a gasification plant? Does SBC agree that Charlton is “ideal” for the proposed facility? If not what aspects of the development are regarded as giving cause for concern? Did SBC at any stage attempt to advise Surrey that any aspect of the Enviros report was inappropriate or inaccurate? If so, what representations were made?”

The response circulated at the meeting is set out below:

As stated in my earlier response to your ward question Cllr Nichols, this issue will be considered by the planning committee when it makes its recommendations on the

County consultation on the Eco Park. However, I can confirm that Surrey County did not give us the opportunity to review a draft, or make any comments or representations. We only saw a copy of the document once it had been formally adopted and published.

4. Question from Councillor Sandra Dunn

“Did Spelthorne Borough Council at any stage during the formulation of the Surrey Waste Plan object to the inclusion of Charlton Lane as a site suitable for incineration?”

The response circulated at the meeting is set out below:

Surrey County Council, in developing the Surrey Waste Plan (2008), identified 5 sites with the potential for thermal treatment – this included Charlton Lane. Surrey County Council first announced its proposals for Charlton Lane in November 2009 under the banner “World class waste solutions”. This announcement also covered other aspects of waste management, including reduction in household waste by at least 15,000 tonnes annually, increasing recycling rates to 70%, production of renewable energy from residual waste which cannot be recycled and achievement of zero waste to landfill. To produce renewable energy from waste that cannot be recycled and help achieve zero waste to landfill, Surrey proposed the building of an Eco Park at Charlton Lane, Shepperton. This initial announcement by Surrey was supported by a report to the Surrey County Council Environment and Economic Select committee on 12 January 2010 and a Surrey County Council Cabinet report on 2 February 2010.

The Surrey Waste Partnership recognised that, with the change in approach proposed by Surrey (combined with changes in EU legislation), it was necessary to update the Joint Municipal Waste Management Strategy 2006 to take account of these changes. Therefore, collectively, the Surrey Waste Partnership amended the strategy (re-titled to A Plan for Waste Management). This went through a formal consultation process across Surrey. A report was taken to Spelthorne Cabinet in July on the draft strategy and consultation process. This was followed by a final version submitted to Cabinet on 23 November 2010. I trust you will pass this message on in its entirety to residents who continue to ask the question.

Under Standing Order 14.2 Councillor Sandra Dunn asked the following supplementary question:

“The answer provided doesn’t cover the question. Please may I have further clarification?”

The response provided subsequently in writing is set out below:

“In 2007 Spelthorne Borough Council did object to policy WD5 in the Surrey Waste Plan but at that point in time it was objected to because of the “large scale” facility being suggested i.e. 270,000 tonne energy from waste plant. Also at that stage there was less known about the advanced thermal treatment technologies of pyrolysis and

gasification and therefore no comment could be made in terms of an objection or not back in 2007. In the last 3 years considerable effort has been made to further reduce the size of final disposal facilities required in Surrey as well as a focus on looking at advanced thermal technologies which are considered more appropriate than large energy from waste plants as they can be developed on a smaller scale and are more sustainable. Hence for Charlton Lane a 60,000t/year gasification plant is now proposed, which is a more modest development than “large scale” energy from waste plant. In the report back in 2007 the Council did acknowledge that the Charlton Lane site has a role to play in providing future facilities for the treatment of waste, which suggests that more modest facilities such as currently proposed are of a more appropriate scale.”

5. Question from Councillor Caroline Nichols

“Surrey has stated that it has a target for recycling of domestic waste of 70%. What steps is Spelthorne taking to meet this target? When does Spelthorne expect this target to be achieved?”

The response circulated at the meeting is set out below:

The 70% recycling rate is an aspirational target which it is intended by Surrey as a whole to try and achieve. Surrey CC expect their household recycling sites to achieve well in excess of 70% recycling rates giving the districts a lower recycling rate of 64% to try and aspire to.

Spelthorne would like to achieve this target and is looking at ways of doing so. For example, in the short to medium term we are looking to see if Grundon’s material recovery plant can take mixed plastics. We are also closely examining the feasibility of a food waste collection for the Borough, whilst being very mindful of the potential extra costs this may involve for us.

Surrey, and all district and boroughs, are collectively looking at opportunities to prevent and minimise waste. Hence the recent “love food hate waste” campaign. Spelthorne is also looking to actively participate in other similar schemes as well as promoting reuse (for example, furniture) and composting, wherever possible.

Spelthorne also works closely with Surrey County Council on the provision of recycling facilities at Charlton Lane where an increasing number of items can be recycled including electrical items and batteries. Spelthorne also encourages recycling of tetrapaks through provision at 5 bring sites of tetrapak banks, as well as recycling for paper, cardboard, cans, plastic bottles and glass.

With respect, I do feel you need to understand the full implications of what we want to achieve and this can only be done working in close partnership with the County in all aspects of recycling.

387/10 SEASON’S GREETINGS

The Mayor, Councillor John O’Hara wished all the councillors, officers and members of the public present a happy Christmas and a prosperous New Year.

RECOMMENDATIONS OF THE CABINET

1. OUTLINE BUDGET 2011/12 – 2015/16

1.1 The Cabinet has considered a report on an Outline Budget covering the next four years, the first year forms the framework for the detailed Budget for the next financial year. Specifically, the approval of the Outline Budget will set a maximum expenditure level for 2011-2012 and will also recommend a guideline Council Tax increase.

1.2 The Council is required by law to set a balanced budget.

1.3 The Cabinet recommend to the Council:

1. That the net budgeted expenditure (before investment income and use of reserves) for 2011/2012 be set at a maximum level of £11.831m;
2. That, in order to reach this level, the Management Team identifies a package of options by which the budget can be balanced both in 2011-12 and 2012-13 and over the next three years of the outline period;
3. That for the purposes of the Outline Budget an annual increase of 0% has been assumed for pay and council tax increases for 2011-12;
4. That the Council's use of reserves policy be reviewed with the aim of the Council seeking to take account of the impact of the economic downturn and the reduced potential for capital receipts and the need to maintain a capital programme whilst continuing to maximise the level of its reserves and
5. That an agreed total reserves target minimum level (as measured on 31 March each year) be set at a level of £12m for 31/3/12.

2. DETAILED BUDGET 2011/2012

2.1 The Cabinet have considered a report by the Chief Finance Officer seeking Members consideration of the detailed Budget for 2011/2012 and a formal proposal on a Council Tax for 2011/2012 for recommendation to the Council for approval.

2.2 By accurately planning and managing its financial resources the Council can maximise the services it provides to the public.

2.3 The Council is required by law to set a balanced Budget.

(A Budget Book [green cover] will be circulated under separate cover and will reflect the recommendations made by the Cabinet on 15 February 2011 to this Council Meeting.)

2.4 The Cabinet recommend that the Council:-

1. Consider and approve the growth and savings items as set out in the report by the Chief Finance Officer to the Cabinet.
2. Approve a 0% increase in the Spelthorne element of the Council Tax for 2011/2012 and the following proposals:
 - a) The Revenue Estimates, as set out in the report by the Chief Finance Officer to the Cabinet, be approved.

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- b) No money, as set out in the report by the Chief Finance Officer to the Cabinet, is appropriated from General Reserves in support of Spelthorne's local Council Tax for 2011/2012. £275k to be used from specific reserves.
- c) Agree that the Council Tax base for the year 2011/2012 is 40489.00, calculated in accordance with Regulation 3 of the Local Authorities (Calculation of Council Tax Base) Regulations 1992, as amended, made under Section 35(5) of the Local Government Finance Act 1992.
3. That the following sums be now calculated by the Council for the year 2011/2012, in accordance with Sections 32 and 33 of the Local Government Act 1992.

(a)	£53,777,800	Being the aggregate of the amount which the council estimates for the items set out in Section 32 (2)(a) to (e) of the Act
(b)	£42,394,162	Being the aggregate for the amounts which the Council estimates for the items set out in Section 32 (3)(a) to (c) of the Act.
(c)	£11,383,638	Being the amount by which the aggregate at (a) above exceeds the aggregate at (b) above, calculated by the Council, in accordance with Section 32(4) of the Act, as its budget requirement for the year.
(d)	£4,609,828	Being the aggregate sums which the Council estimates will be payable for the year into its general fund in respect of redistributed non-domestic rates, revenue support grant or additional grant, increased by the sum which the Council estimates will be transferred in the year from its Collection Fund to its General Fund in accordance with Section 97(3) of the Local Government Finance Act 1988 (Council Tax surplus) and increased by the sum which the council estimates will be transferred from its collection Fund to its General Fund pursuant to the collection Fund (Community Charges) Directions under Section 98(4) of the Local Government Finance Act 1988 made on 7 th February 1994 (Community Charge surplus).
(e)	£167.30	Being the sum (c) above less the amount at (d) above, all divided by the amount at (c) above, calculated by the Council in accordance with Section 33(1) of the Act, as the basic amount of its Council Tax for the year.

THAT THE FOLLOWING AMOUNTS BE NOW CALCULATED BY THE COUNCIL FOR THE YEAR 2011/12 IN ACCORDANCE WITH SECTION 36 OF THE LOCAL GOVERNMENT FINANCE ACT 1992.

VALUATION BANDS

A	B	C	D	E	F	G	H
£	£	£	£	£	£	£	£
111.53	130.12	148.71	167.30	204.48	241.66	278.83	334.60

Being the amounts given by multiplying the amount at (e) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the sum which in that proportion is applicable to dwellings listed in valuation band 'D', calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different band.

3. TREASURY MANAGEMENT STRATEGY STATEMENT AND ANNUAL INVESTMENT STRATEGY 2011/2012

- 3.1 The Cabinet have considered a report by the Chief Finance Officer on the Treasury Management Strategy Statement and Annual Investment Strategy 2011/2012.
- 3.2 The ability of the Council to generate maximum net investment returns with minimal risk provides significant resources for the General Fund revenue budget and the subsequent financing of the Council's services to local residents.
- 3.3 The Cabinet recommend that the Council approve the Treasury Management Strategy and Annual Investment Strategy for 2011/12 and the Prudential Indicators for 2011/12, as set out in the report of the Chief Finance Officer.**

4. CALENDAR OF MEETINGS JUNE 2011 – MAY 2012

- 4.1 The Cabinet have considered a report by the Deputy Chief Executive on a Calendar of meetings for June 2011 to May 2012.
- 4.2 The preparation of a calendar of future Council, Cabinet and Committee meetings helps facilitate the proper organisation of Council business.
- 4.3 The Cabinet recommend that the Council approves the Calendar of Meetings for the period 1 June 2011 to 24 May 2012, attached at Appendix A to the report of the Deputy Chief Executive.**

Councillor John Packman
Leader of the Council

24 February 2011

DETAILED BUDGET 2011-2012 – KEY DECISION

Council 24 February 2011

Resolution Required

Report of the Chief Finance Officer

Report Summary

How does the contents of this report improve the quality of life of borough residents

By accurately planning and managing its financial resources the Council can maximise the services it provides to the public.

Purpose of Report

To consider and approve the net Revenue Expenditure Budget for 2011/12 and to consider and formally propose a Council Tax for 2011/12

Key Issues

- Significant savings exercises have been undertaken to enable a balanced Budget for 2011/12

Impact of:

- Severe frontloaded government grant cuts
- Ongoing Economic pressures
- Credit crunch and falling investment returns
- Concessionary Fares transfer
- Need to balance budget for future years- need to maximise savings in 2011-12 and have in place longer term strategies for balancing budget

Financial Implications

As detailed in the report.

Corporate Priority All

Officer Recommendations:

The Council is asked to make the following recommendations:

- 1. To consider and approve the growth and savings items as set out in the report.**
- 2. To approve a 0% increase in the Spelthorne Borough Council element of the council tax for 2011/12 the following proposals:**
 - a) The Revenue Estimates as set out be approved**
 - b) No money, as set out in this report, is appropriated from General Reserves in support of Spelthorne's local Council Tax for 2011/12. £276k to be used from specific reserves**
 - c) To agree that the council tax base for the year 2011/12 is 40489.0 calculated in accordance with regulation 3 of the Local Authorities (Calculation of Council Tax Base) Regulations 1992, as amended, made under Section 35(5) of the Local Government Finance Act 1992.**

3. That the following sums be now calculated by the Council for the year 2011/12 in accordance with Sections 32 and 33 of the Local Government Act 1992.

(a)	£54,582,700	Being the aggregate of the amount which the council estimates for the items set out in Section 32 (2)(a) to (e) of the Act
(b)	£43,519,062	Being the aggregate for the amounts which the Council estimates for the items set out in Section 32 (3)(a) to (c) of the Act.
(c)	£11,063,638	Being the amount by which the aggregate at (a) above exceeds the aggregate at (b) above, calculated by the Council, in accordance with Section 32(4) of the Act, as its budget requirement for the year.
(d)	£4,289,828	Being the aggregate sums which the Council estimates will be payable for the year into its general fund in respect of redistributed non-domestic rates, revenue support grant or additional grant, increased by the sum which the Council estimates will be transferred in the year from its Collection Fund to its General Fund in accordance with Section 97(3) of the Local Government Finance Act 1988 (Council Tax surplus) and increased by the sum which the council estimates will be transferred from its collection Fund to its General Fund pursuant to the collection Fund (Community Charges) Directions under Section 98(4) of the Local Government Finance Act 1988 made on 7 th February 1994 (Community Charge surplus).
(e)	£167.30	Being the sum (c) above less the amount at (d) above, all divided by the amount at (c) above, calculated by the Council in accordance with Section 33(1) of the Act, as the basic amount of its Council Tax for the year.

THAT THE FOLLOWING AMOUNTS BE NOW CALCULATED BY THE COUNCIL FOR THE YEAR 2011/12 IN ACCORDANCE WITH SECTION 36 OF THE LOCAL GOVERNMENT FINANCE ACT 1992.

VALUATION BANDS

A	B	C	D	E	F	G	H
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Being the amounts given by multiplying the amount at (e) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the sum which in that proportion is applicable to dwellings listed in valuation band 'D', calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different band.

Contact: Terry Collier, Chief Finance Officer Tel: (01784) 446296

Cabinet Member: Councillor Mrs. Vivienne Leighton

REPORT

1. BACKGROUND

- 1.1 The outline budget report identifies that the underlying deficit for 2011-12 following on from the grant cuts announced on 13 December is £1.3m before identification of offsetting saving items.
- 1.2 The budget process for 2011-12 has been particularly challenging of the uncertainty as to the extent of the grant cuts. We only learned the scale of the cuts on the 13 December.
 - (a) Underlying Grant cut for Spelthorne of 16.2% for 2011-12 and a further 10.7% for 2012-13
 - (b) Ongoing adverse property market making it difficult to generate capital receipts
 - (c) Base rates continuing at a historic low of 0.5% keeping down the investment income the Council will earn in 2011-12.
 - (d) Additional service pressures in areas such as Benefits, Revenues and Housing Options.
 - (e) Longer term impacts of government's welfare reforms
- 1.3 Whilst the UK economy may have officially come out of recession, unemployment pressures may continue to rise and the recovery may be weak with a risk that we could fall back into recession. The outline budget planning process tried to build in prudent provision to anticipate the possible impact of the above factors.

2. KEY ISSUES

Detailed Budget

- 2.1 Appendix 1 summarises the detailed Budget proposed for 2011-12.

Grant Settlement

- 2.2 The Government has confirmed that Spelthorne will receive a 16.2% (£829k) cut in its general grant support for 2011-12. When the Government announced the provisional grant figures on 13 December 2010, our general grant was to reduce from £5.679m to £4.174m. The reduction included the transferring of £649k out of our general grant for concessionary fares, which from 1st April 2011 transfers to the County Council. This was about £150k more than concessionary fares scheme was costing us. The Council responded to the Government on this and when the final settlement was confirmed on the 31 January 2011 the concessionary fares adjustment was reduced to £519k. Therefore the overall grant allocation for 2011-12 rose to £4.298m, an improvement of £130k on the provisional figures.
- 2.3 The Council has also been notified of its figures for 2012-13 which on an adjusted base now equates to a further 10.7% reduction. See the table below:

	Original	Revised	Final
	Settlement		
	13/12/2010	31/01/2011	07/02/2011
	£m	£m	£m
Base 2010-11 general grant	5.579		
Adjusted 2010-11 base to reflect transfer of concessionary fares	4.996	5.126	5.126
General Grant for 2011-12	4.174	4.298	4.298
2011-12 percentage decrease on adjusted base	-16.5%	-16.2%	-16.2%
Adjusted 2011-12 base	4.138	4.262	4.262
General Grant for 2012-13	3.749	3.772	3.808
2012-13 percentage decrease on adjusted base	-9.4%	-11.5%	-10.7%

Council Tax and Capping

- 2.4 Following on from the nil increase already approved in Council Tax for 2010/11 Spelthorne were already proposing not to increase the level of Council Tax in 2011/12. The Government has however offered a special grant equivalent to the value of 2.5% council tax income to those authorities who set a nil increase. It is anticipated that the vast majority of councils will also set a nil increase including Surrey County Council and Surrey Police.

Basis of Preparation of Detailed Budget

- 2.5 **Service levels** – the estimates have been prepared on the basis of maintaining existing service levels except where variations have been approved by the and/or the Council. Members should be aware that considerable work has been undertaken to minimise additional spending pressures and to maximise additional savings or additional income.
- 2.6 Pay and price levels –the estimates have been prepared at pay and price levels ruling at November 2010 including an increase of 0% for salaries and wages from 1 April 2011. If the national pay award is higher it will be for staff earning less than £21k per annum. Currently there is no increase on the table from the employers. If any national pay award is agreed however savings will be found from the salaries budget to fund the difference under our obligation to match any national award.
- 2.7 Inflation has been included in respect of contracts where appropriate

Pensions

- 2.8 The triennial revaluation assesses the value of the Fund as at 31 March 2010 and any resulting increase in employer contributions would have impacted in 2011-12. The Actuaries provisional report proposes no such increases for the next three years. This is due to several reasons: a) the Surrey Pension fund had a very successful 2009-10 achieving a 43% return on assets, more than offsetting the previous two years losses; b) the impact of the Government switching indexation of public sector pensions from RPI to the lower CPI which reduced future pension liabilities; c) anticipated three years of nil or low pay increases which has also reduced liabilities. This outcome has helped our financial position by £150k for 2011/12 as compared to the original estimate.
- 2.9 Contingencies – no provision has been made for any general contingencies. The General Fund reserve exists as a source of contingency funds should a need arise which can be addressed through offsetting savings.

- 2.10 Interest – the interest rate that will be earned on the maturing investments next year has been assumed to be in the range of 1% to 1.5%. The overall average rate of return is expected to be 1.2% and this reflects some fixed deposits which either mature in 2011/12 or do not mature for up to three years. The Council has benefited from several years of above average investment returns but this period is potentially coming to an end as those investments mature.
- 2.11 To offset times when investments returns are lower the Interest Equalisation Reserve has been built up from previous years of above average performance so it is normal accounting practice to use some of these monies for 2011/12.
- 2.12 Use of reserves – it is proposed not to use general reserves.
- 2.13 The change in the financial landscape, particularly the extended period of low interest rates and the severity of the grant cut, means it will be unrealistic to eliminate entirely use of all specific reserves in 2011-12. However, as can be seen from below) specific reserves would be used at a significantly lower level than last year and for the purposes funds were set aside.
- 2.14 The level of likely use of reserves is as set out below. Indicative Use of Specific Reserves (no use of general reserves):

Year	Amount £
2009/10	1,049k
2010/11	706k
2011/12	276k
2012/13	Nil
2013/14	(50k)
2014/15	(100k)

The 2011-12 figure is broken down as follows:

Interest Equalisation Reserve	£151k
New Schemes Fund	£50k
Airtrack	£75k
Area Based Grant	£23k

Investment Income

- 2.15 The Cabinet received on the January meeting agenda the Annual Investment Strategy and Treasury Management Report indicating the current position in respect of interest rates and the proposed strategy for dealing with the lower levels of interest rate and the reduction of investment monies.

- 2.16 Leading market forecasters, including Sector, the council's treasury advisors, expect it to remain at these levels until at least September 2011.

Budget Year	Estimate
2009-10	£1.020m
2010-11	£0.419m
2011-12	£0.356m
2012-13	£0.396m

- 2.17 The continued presence of low interest rates is having a major impact on the Council's ability to generate investment income. Although we locked into some very good rates during the banking crisis, these investments have been maturing over the past year and re-investment has been at the significantly lower rates that are currently available in the market. We do have £6m invested in AAA rated European Investment Bank bonds, with a total average yield of 4.17%, which mature over a two to three year period.
- 2.18 This situation is not unique to Spelthorne, it will affect the investment returns of all local authorities. The continuing low levels of investment income has a major impact on increasing our budget deficit and shortfalls funded from reserves will only reduce our ability to generate sufficient investment income to support the General Fund in future years.

Growth items

- 2.19 Appendix 2 of the February Cabinet report summarised the main budget growth and unavoidable expenditure pressures. This highlighted that additional spending pressures or reduced income streams totalling £957k had been identified.

Savings

- 2.20 In total savings of approximately £2.131m or 16% have been found. This includes the Concessionary Fares transfer of £493k. This gives an underlying net saving of £1.6m. These are necessary to offset the reduced general government grant and the additional pressures identified in appendix 2 of the February Cabinet report.
- 2.21 All services areas were asked in December 2010 to scrutinise their budgets to identify in year savings to redress the impact of the greater than anticipated grant cut. All the savings proposals have been incorporated into the budget estimates and a summary of the major items proposed are listed in Appendix 3 of the February Cabinet report.
- 2.22 Alongside this Management Team have been scrutinising the employee budgets and have identified a number of long standing vacant posts which could be deleted from the establishment and have requested that services relook at their structures to ensure that they are fit for purpose. A number of opportunities have been taken to review structures which have resulted in a reduction of the employee budgets. In total the employee budget for 2011-12 is approximately £350,000 lower than that for 2010-11. Over the 2010-11 and 2011-12 budget the Council's employee budget has been reduced by more than 11% On top of this MAT have identified £165k as achievable from restructuring during 2011-12

Income generation

- 2.23 The budget forecasts have taken into account that there has been some decline in income streams arising from the impact of the economic downturn in areas such as planning fees. As part of the 2010-11 budget monitoring officers have been keeping the council's various income streams under continuous review and this has impacted on the level of in-year savings required to balance the 2011/12 budget. Income has however generally held up fairly well and additional income has been included in the detailed estimates where it was seen to be achievable and potentially ongoing. It is estimated that the net additional income to be raised from fees and charges for 2011-12 is £358k.

3 OPTIONS ANALYSIS

- 3.1 The council is required to set a balanced budget and in the light of the detailed budget prepared, a council tax increase of 0% is recommended.

4 CAPITAL PROGRAMME AND PRUDENTIAL CODE OF CAPITAL FINANCE

Each year we are required to formally consider the impact of our capital spending plans on the level of the council tax, and make a judgement about the affordability of those plans. In order to do this a number of prudential indicators have been set which we are required to calculate. The details of these are set out in the capital programme item considered by the Cabinet in February.

Capital expenditure

- 4.1 The January 2011 Cabinet report detailed the capital programme for 2011/12 to 2014/15. The council is intending to finance the programme from capital receipts and considers that it is affordable in the short term but additional receipts or funding will be required in future years to pay for the programme.

Ratio of financing costs to net revenue stream

- 4.2 The ratio for Spelthorne is negative because the level of investment income far exceeds the cost of borrowing, which in our current circumstances is short term, thus the financing costs are affordable.

Band 'D' council tax and incremental impact

- 4.3 In the financial strategy the Cabinet have agreed that future council tax increases be set at or above the level assumed in the revenue support grant settlement. For planning purposes we have estimated this to be 0% in 2011/12 and 2.5% in 2012/13. This would mean that subject to next year's council tax being set at the recommended figure, the 2011/12 and 2012/13 band D figures are estimated to be £167.30 for 2011-12 and £171.48 for 2012-13.

The incremental effect of the draft capital programme shown separately in [Appendix 8](#) is considered to be affordable.

5 PRECEPTS

- 5.1 Surrey County Council at its Council meeting on 8th February set a Band D council tax of £1,116.36 representing a 0% increase and Surrey Police at its tax setting meeting on the 7th February set a band D council tax of £198.54 representing a nil% increase.

6. BENEFITS AND SUSTAINABILITY

- 6.1 As Chief Finance Officer I have a statutory duty to ensure that the Budget is sustainable and that the capital programme is affordable.
- 6.2 Whilst the proposals set out produce a balanced budget for 2011- 12 at present the projections indicate a deficit of approximately £300k for 2012 -13 which we now need to start working towards addressing. We have identified a number of strategies we can pursue to ensure that we address this including, developing further our business improvement programme, reviewing our use of assets; exploration of opportunities for joint working. We are aware that in 2012-13 there will be additional pressures on the Council.

7 FINANCIAL IMPLICATIONS

- 7.1 Addressed in the body of the of the report

8. LEGAL IMPLICATIONS / OTHER CONSIDERATIONS

- 8.1 Robustness of estimates – the Local Government Act 2003 requires me, as the Council’s Chief Financial Officer, to report on the robustness of the estimates made for the purposes of calculating the council tax. I am satisfied that each service budget has been prepared in the context of the council’s corporate strategies, and longer-term financial strategy which means that the Council is presented with robust estimates as a basis for making decisions about the level of council tax.
- 8.2 The nature and size of our revenue budget carries a degree of risk as set out at section 10. This is particularly the case in the current economic climate.
- 8.3 Reserves and provisions – the Local Government Act 2003 requires me to report on the adequacy of the council’s financial reserves when consideration is given to the general fund budget requirement for the year. Under the local government finance act 1988, all revenue balances held by the council are at the direct disposal of the general fund with the exception of the collection fund and the investment reserve. Those balances are expected to total approximately £11.9 m as at 1 April 2011. However, a number of these balances are earmarked specifically for social housing and the new scheme fund. The uncommitted funds will stand at £1.4 million. Taken together with the council’s financial strategy to reduce the reliance on revenues to support the council tax, I consider that the reserves and provisions will ensure that the council maintain a reasonably healthy financial position.
- 8.4 Officers have undertaken an equalities impact assessment of the budget proposals.

9 RISKS AND HOW THEY WILL BE MITIGATED

- 9.1 The budget has a number of risks and these are set out below:

Outside control		Internally based
Economic Downturn and severe public sector spending cuts		Achievement of business improvement savings
Interest rates		Delivery of other savings, including vacancy savings
Recycling credits- falling values of recyclable materials		Resource impacts of International Financial Reporting Standards implementation
Contaminated land (main impact would be on		Reliance on interest earnings to balance the

capital)		budget
Council tax capping level		
PSL/housing benefit subsidy		
Staines town centre rents		
Staines town centre redevelopment		

- 9.2 The risks are that the level of savings anticipated do not materialise or that there are additional spending pressures. This will be mitigated by ensuring proposals have been properly evaluated before being built into the final detailed budget for example clarifying any contractual assumptions, and thereafter through careful budget monitoring.
- 9.3 The UK economy has come out of recession but is still facing a period of only small growth and this may impact on fee income and parking income. Realistic estimates and assumptions have been made within the budget figures as to this likely impact; however, there is a risk that this impact could be greater than anticipated. This will be monitored carefully throughout the year.

10 TIMETABLE FOR IMPLEMENTATION

Council to approve the Budget on 24th February 2011.

Author:

Terry Collier, Chief Finance Officer on Tel: (01784) 446296

Background Papers:

There are none

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

This is my report to the Council as the Leader of the Council on the work of the Cabinet. It is an overview of some of the more important issues the Cabinet discussed at its Special Meeting on 8 February 2011 and ordinary meetings on 20 January 2011 and 15 February 2011.

The Cabinet has made five recommendations to the Council on the Outline Budget 2011/12 to 2015/16, the Detailed Budget 2011/12, the Treasury Management Strategy and Annual Investment Strategy Statements and a Calendar of Meetings 2011/12, which will be considered earlier on this agenda.

SPECIAL CABINET – 8 FEBRUARY 2011

1. MINUTES OF THE LOCAL DEVELOPMENT FRAMEWORK WORKING PARTY– 31 January 2011

- 1.1 We considered recommendations from the Local Development Framework Working Party on changes to the draft Supplementary Planning Document (SPD) on the Design of Residential Extensions and New Residential Development, as a result of representations made following the first consultation, which took place between September and November 2010.
- 1.2 We agreed the proposed revisions to the draft SPD, subject to the addition of a new paragraph 3.13, to make clear that proposals involving additional floors of accommodation, including within the roof space, would be considered unacceptable if they resulted in an adverse overbearing impact or loss of privacy.
- 1.3 We have agreed that the Council now undertake statutory public consultation on the draft (SPD) on the Design of Residential Extensions and New Residential Development.

CABINET – 20 JANUARY 2011

2. STOCK CONDITION SURVEY – KEY DECISION

- 2.1 We considered a report on the outcome of the Stock Condition Survey carried out on the Council's land and property assets and establishing a budget for the next 5 years for planned preventive maintenance in partnership with Runnymede Borough Council.
- 2.2 We considered the level of expenditure that the authority can afford in order to support the maintenance programme over the next 5 years.
- 2.3 We have agreed the funding for planned preventative maintenance for 2011 to 2016, totalling £1,212,000 split between revenue (£970,000) and capital (£242,000).

3. COMMUNITY LINK ACCOMMODATION

- 4.1 We considered a report on recommendations for relocating Community Link organisations to ensure that crucial services are maintained for the vulnerable people of Spelthorne and that Knowle Green office space generates income thus protecting some of the current services.
- 4.2 We agreed to relocate Community Link organisations to libraries and alternative accommodation within the Knowle Green offices as set out in paragraph 4.3 of the Joint Report of the Assistant Chief Executives.
- 4.3 We also agreed to ask organisations to pay a small service charge to continue to occupy Knowle Green.

4. POLLING STATIONS REVIEW

- 5.1 We considered a report on the allocation of polling stations following a review of voting patterns at polling stations and, in particular use of the station situated at the Tesco store car park in Sunbury on Thames.
- 5.2 We agreed to designate Charlton Village Hall as the Polling Station for Electors in Polling District LSG4, within the Laleham and Shepperton Green Ward as it has the capacity to cope with the extra demand and meets statutory requirements in relation to accessibility.

CABINET – 15 FEBRUARY 2011

5. VEHICLE TENDER UPDATE

- 6.1 We considered a report on the outcome of the tender for the procurement of street cleansing and refuse collection vehicles.
- 6.2 We authorised the Head of Streetscene to issue orders for the procurement of street cleansing and refuse collection vehicles with supplier A. The decision on whether to proceed with street cleansing vehicles with, or without, food waste pods will be dependent on the outcome of the Cabinet's decision on a Food Waste Collection Service.

6. SINGLE PERSON DISCOUNT FRAUD POLICY

- 6.1 We considered a report on the adoption of a Single Person Discount (SPD) Fraud Policy, with the aim of reducing single person discount fraud by advising taxpayers at the initial stage of application that a false declaration could lead to a penalty or prosecution.
- 7.2 We agreed to adopt the Single Person Discount Fraud Policy for implementation from April 2011.

7. SAVINGS ON MAJOR CONTRACTS

- 8.1 We considered a report on changes to the management of leisure centres contract and the grounds maintenance contract, both of which have been negotiated with two of the Council's major suppliers, in light of spending cuts.
- 8.2 We authorised the Deputy Chief Executive to agree savings with the suppliers concerned as outlined in the report and the Head of Corporate Governance to enter into such consequential variations on the contracts as are necessary.

8. PARKS AND OPEN SPACES STRATEGY 2010-2020

- 8.1 We considered a report on a ten year strategy that sets out Spelthorne Borough Council's approach to conserving, managing and enhancing Parks and Open Spaces for the local community and visitors.
- 8.2 We agreed to adopt the Parks and Open Spaces Strategy 2010 and to implement the Action Plan as attached in Appendix 1 to the report of the Assistant Chief Executive.

9. URGENT ACTION – WAR WIDOWS PENSIONS

- 9.1 We considered a report on War Widows pensions which the Chairman had agreed to deal with as urgent business as the decision would have implications for the budget which is due to be considered at the February Council meeting.
- 9.2 We agreed to continue the localised housing benefit scheme which increases benefit payments to war widows and claimants who have suffered any war disablement, for a further two financial years (2009-2010 and 2010-2011).

Councillor John Packman
Leader of the Council

24 February 2011

REPORT OF THE CHAIRMAN ON THE WORK OF THE LICENSING COMMITTEE

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

LICENSING SUB-COMMITTEE 15 DECEMBER 2010

A Licensing Sub-Committee considered an application to transfer the Premises licence at Denims and Cheekes Nightclub, Elmsleigh Road, Staines to PPA Leisure Ltd. The transfer was refused for the reasons set out in the Decision Notice.

LICENSING SUB-COMMITTEE 20 DECEMBER 2010

A Licensing Sub-Committee considered a report to determine whether Mr M. Khan is a fit and proper person to hold a hackney carriage driver licence. The licence issued to Mr Khan to drive a Hackney Carriage was suspended for a period of forty-two (42) days, for the reasons set out in the decision notice.

LICENSING SUB-COMMITTEE 13 JANUARY 2011

A Licensing Sub-Committee considered a report to determine whether Mr A.W. Arab is a fit and proper person to hold a hackney carriage or private hire driver licence. The licence issued to Mr Arab to drive a Private Hire vehicle was suspended for a period of thirty (30) days, for the reasons set out in the decision notice.

LICENSING SUB-COMMITTEE 24 JANUARY 2011

A Licensing Sub-Committee considered an application for a premises licence at Squires Garden Centre, Halliford Road, Shepperton. The application was granted subject to modification by addition of conditions for the reasons set out in the Decision Notice.

LICENSING SUB-COMMITTEE 27 JANUARY 2011

A Licensing Sub-Committee considered an application to vary the premises licence at the Wheatsheaf and Pigeon Public House, Wheatsheaf Lane, Staines. The application was granted subject to modification by addition of conditions for the reasons set out in the Decision Notice.

LICENSING SUB-COMMITTEE 10 FEBRUARY 2011, AM

A Licensing Sub-Committee considered a report to determine whether Mr A. Khan is a fit and proper person to hold a hackney carriage or private hire driver licence. The licence issued to Mr Khan to drive a Private Hire vehicle was suspended for a period of twenty-one (21) days, for the reasons set out in the decision notice.

Councillor Robin Sider
Chairman of the Licensing Committee

24 February 2011

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

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

1. FINANCIAL REPORTS

- 1.1 The Committee received two financial monitoring reports setting out the provisional outturn position for both revenue and capital for the period April to December 2010. In relation to Capital £1,305k had been spent to date against the original annual budget of £2,204k and against the revised annual budget of £2,767k. In respect of the Revenue budget £8,909m had been spent to date against the original annual budget of £13,851m.

2. MANAGEMENT OF ORDINARY WATER COURSES IN SPELTHORNE

- 2.1 The Committee discussed with the Head of Sustainability and Leisure the management and maintenance responsibilities for water courses within our borough. The committee noted that clearance work to the highest priority ditches had been undertaken and that further ditch clearance work was planned for 2011/12.
- 2.2 The Committee went on to consider future works which would cover the enforcement of riparian ownership responsibilities. As Chairman of the committee I reminded the officers of the need to keep ward councillors informed of work being undertaken in their wards.

3. STRATEGIES

- 3.1 The Committee considered three strategies covering Sustainable Development; Parks and Open Spaces and Play Pitches. During the general discussion of the aims and action plans of each strategy the Committee indicated that it would be beneficial to members if the action plans could include additional information such as key dates for actions within the projects, whether the function was of a statutory or discretionary nature as well as the level of priority for our Council.
- 3.2 In relation to the Sustainable Development Strategy the committee received a presentation providing details of achievements in reducing waste and energy including current energy saving projects. The committee were pleased to note the success of the Tothill car park project which had produced significant savings. It was felt that similar savings could be made at other car parks.
- 3.3 In relation to the Parks and Open Spaces Strategy the committee received a presentation covering funding, community engagement and the current project to upgrade and refurbish Laleham Park.
- 3.4 The Committee were pleased to note the previous successes the council had of obtaining external funding via Liveability and Playbuilder. The latest application for Heritage lottery funding, if successful, would be used to refurbish Laleham Park. The Committee agreed that ward councillors including myself as Chairman should be engaged in the work for the funding which needed to be submitted by 28 February 2011 and if successful, with the consultation that would be undertaken.

3.5 The Play Pitch Strategy had been placed on the agenda for information with the option for members to submit questions to the Lead Officer for scrutiny either in advance of the meeting or after. I understand that no questions have been submitted.

4. STANWELL NEW START PROJECT

4.1 In support of the confidential report the committee received a presentation from the Deputy Chief Executive on the progress with the Stanwell New Start project. This covered the individual phases of the housing development and the additional community facilities being provided including open spaces and play areas.

4.2 The Committee received the confidential report outlining the current position of negotiations, the risks involved and the steps taken to mitigate those risks.

5. WORK PROGRAMME

5.1 The Committee agreed that a future topic for inclusion in the work programme would be to look at Allotments.

5.2 If any members of the Committee have any issues they wished to be considered for inclusion in the work programme details should be sent to me as Chairman and to Brian Harris, Assistant Chief Executive.

Councillor Philippa Broom

24 February 2011

Chairman of the Overview and Scrutiny Committee

REPORT OF THE CHAIRMAN ON THE WORK OF THE PLANNING COMMITTEE

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

The special planning meeting on **22 December** dealt with the consultation from the County Council on the application for the permanent retention of the Charlton Lane Waste Management Facility. Three people took the opportunity to address the Committee. The Committee resolved that the County be informed that this Council objects to the proposal primarily on Green Belt grounds.

The meeting on **12 January** dealt with 12 items. Public speaking took place on 4 of the items with 6 people taking the opportunity to address the Committee. The most notable items on the agenda were:

- The approval of a proposal by the Council for use of land off Green Street Sunbury as a skate park.
- The approval of an industrial /warehouse development at the Blackburn Trading Estate Northumberland Close Stanwell.

The special planning meeting on **26 January** dealt with the consultation from the County Council on the application for development of a waste management Eco park at the Charlton Lane waste management facility. Two people took the opportunity to address the committee. The Committee resolved that the County be informed that this Council very strongly objects to the proposal primarily on Green Belt grounds.

The meeting on **9 February** dealt with 14 items. Public speaking took place on 5 of the items with 6 people taking the opportunity to address the Committee. The most notable items on the agenda were:

- The consideration of additional information submitted by London Irish RFC in connection with the appeal against the Council's refusal of an application for residential development of the site in the Avenue Sunbury. This appeal is to be considered at a forthcoming Public Inquiry.
- The consideration of additional information submitted by London Irish RFC in connection with the appeal against the Council's refusal of an application for the creation of a Rugby Academy at Hazelwood Golf Course, Croysdale Avenue, Sunbury. This appeal is also to be considered at the forthcoming Public Inquiry.
- The approval of an application for the erection of a block of 28 flats following demolition of the existing office block at 47 Woodthorpe Road Ashford. The scheme included the provision of a commuted sum of £100,000 towards the provision of off site affordable housing.