

**Roberto Tambini
Chief Executive**

For this Council meeting, please telephone: Richard Powell on Tel: (01784) 446240 or e-mail him at: r.powell@spelthorne.gov.uk

17 February 2010

TO THE MEMBERS OF SPELTHORNE BOROUGH COUNCIL

SUMMONS TO MEETING

You are hereby summoned to attend the **Meeting of Spelthorne Borough Council to be held in the Council Chamber, Council Offices, Knowle Green, Staines on THURSDAY 25 FEBRUARY 2010 beginning at 7.30pm**, for the purpose of transacting the business specified in the Agenda **set out on the next page**.

ROBERTO TAMBINI
Chief Executive

EMERGENCY PROCEDURE: - In the event of an emergency the building must be evacuated. All Members and Officers should assemble on the Green adjacent to Broome Lodge, Staines. Members of the Public present should accompany the Officers to this point and remain there until the Senior Officer present has accounted for all persons known to be on the premises. **[THE LIFT MUST NOT BE USED]**

PUBLIC SPEAKING AT COUNCIL MEETINGS [For this Council meeting, please telephone Richard Powell on Tel: (01784) 446240 or e-mail him at: r.powell@spelthorne.gov.uk]

(1) Asking a Public Question; (2) Presenting a Petition; (3) Representations on Recommendations

(1) Public "Question Time" is near the start of Council meetings and is an opportunity for any person to ask the Leader of the Council, or his nominee, a question about a matter in which the Council has powers or duties or an issue that affects the Borough.

(2) The Council has a procedure to enable any person to present a petition at a Council meeting and for the presenter to address the Council for a maximum of three minutes.

(3) Before the Council considers a recommendation from the Cabinet or a Committee and before it makes a decision on that recommendation, any person can put forward views on the issues involved by making representations to the Council for a maximum of three minutes.

Persons wishing to (1) ask a public question, (2) present a petition or (3) make representations on a recommendation **must** notify the Chief Executive [CX] in writing by letter, FAX or e-mail before **12 Noon, five working days prior to the day of the Council meeting [i.e. before 12 noon on the preceding Thursday for a Council meeting on the following Thursday]** and at the same time **must** deliver to CX (1) their written question, (2) the original of their petition or (3) their written statement of representations.

IMPORTANT PUBLIC NOTICE

MOBILE TECHNOLOGY – ACCEPTABLE USE

Use of mobile technology (e.g. mobile telephones, Blackberries, XDA's etc.) in meetings can:

- Interfere with the Public Address and Induction Loop systems;
- Distract other people at the meeting;
- Interrupt presentations and debates;
- Mean that you miss a key part of a decision taken.

PLEASE:

Either switch off your mobile telephone etc. **OR** switch off its wireless/transmitter connection and sound for the duration of the meeting.

THANK YOU FOR YOUR CO-OPERATION IN THIS MATTER.

A G E N D A

1. APOLOGIES FOR ABSENCE

To note apologies received from Councillor F. Ayers and to receive any other apologies for non-attendance.

2. MINUTES – COUNCIL MEETING HELD ON 17 DECEMBER 2009
[Pages 3 to 13]

To confirm as a correct record the Minutes of the Council Meeting held on 17 December 2009.

3. DISCLOSURES OF INTEREST

To receive any disclosures of interest from Members in accordance with the Council's Code of Conduct for Members.

4. ANNOUNCEMENTS FROM THE MAYOR

To receive any announcements from the Mayor.

5. ANNOUNCEMENTS FROM THE LEADER

To receive any announcements from the Leader.

6. ANNOUNCEMENTS FROM THE CHIEF EXECUTIVE

To receive any announcements from the Chief Executive.

7. QUESTIONS FROM MEMBERS OF THE PUBLIC

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

8. PETITIONS

To receive petitions submitted to the Council *[where proper notice of the petitions and the persons wishing to speak to them has been given in accordance with the procedures laid down in the Council's Constitution]*.

9. RECOMMENDATIONS OF THE CABINET **[Pages 14 to 16]**

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

(1) Detailed Budget 2010/2011

(A Budget Book [green cover] [to be circulated under separate cover] will reflect the recommendations made by the Cabinet on 16 February 2010.)

(2) Treasury Management Strategy Statement and Annual Investments Strategy 2010/2011

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

10. REPORT FROM THE LEADER OF THE COUNCIL
[Pages 17 to 18]

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

11. REPORT FROM THE CHAIRMAN OF THE IMPROVEMENT AND DEVELOPMENT COMMITTEE
[Page 19]

To receive the report from the Chairman of the Improvement and Development Committee on the work of her Committee.

12. REPORT FROM THE CHAIRMAN OF THE LICENSING COMMITTEE
[Pages 20 to 21]

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

13. REPORT FROM THE CHAIRMAN OF THE PLANNING COMMITTEE
[Pages 22 to 23]

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

14. MOTIONS

Under Standing Order 16.3, the Council has received Notice of the following Motion:

“Council notes that seven of the eleven Borough Councils in Surrey, supported by the County Council, have introduced Planning Infrastructure Contributions that are levied on small scale new builds.

These contributions generate extra money for the County Council to spend on highways, education and libraries, and for the Borough to go towards extra community facilities, recycling and environmental improvements.

Council further notes that the Government is finalising regulations (that stem from the Planning Act 2008) to allow Councils to introduce a Community Infrastructure Levy, with similar but wider objectives.

Council acknowledges the burden on the local infrastructure by the proliferation of small scale developments that fall outside the scope of Section 106 Agreements.

Council RESOLVES that, in principle, it supports Planning Infrastructure Contributions and will work to introduce such a levy as soon as practicable.”

Proposed by: Councillor Colin Strong
Seconded by: Councillor Tony Crabb.

15. QUESTIONS ON WARD ISSUES

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

16. GENERAL QUESTIONS

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

17. URGENT BUSINESS

To consider any urgent business.

MINUTES OF THE COUNCIL MEETING HELD ON 17 DECEMBER 2009

BOROUGH OF SPELTHORNE

**AT THE MEETING OF THE SPELTHORNE BOROUGH COUNCIL HELD IN
THE COUNCIL CHAMBER, COUNCIL OFFICES, KNOWLE GREEN,
STAINES ON THURSDAY 17 DECEMBER 2009**

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

Councillor Caroline Spencer, The Mayor, in the Chair

397/09 REVISED COUNCIL AGENDA

The Mayor advised that a complete revised Council Agenda has been circulated at the meeting on light blue coloured paper.

398/09 PROCEDURE FOR DEALING WITH MEMBERS' QUESTIONS

The Mayor outlined the Members' Questions Procedure, which was circulated at the meeting, and advised that all questions and answers would be read aloud.

399/09 APOLOGIES

Apologies for absence were received from Councillors K. Chouhan, R.B. Colison-Crawford, C.A. Davis, H.R. Jaffer, Mrs. I. Napper and Mrs. C.E. Nichols.

400/09 MINUTES

The minutes of the meeting held on 29 October 2009 were approved as a correct record.

401/09 DISCLOSURES OF INTEREST

Councillor E. O'Hara, the Deputy Mayor, declared a personal interest in Item 17, Appointment of a Representative Trustee to the Staines Parochial Charity, as he was Chairman of the Charity.

402/09 ANNOUNCEMENTS FROM THE MAYOR

A2 Dominion - Residents' Award to Sharron Moloney as Community Champion for the Stanwell New Start project.

At the involved Stanwell Residents' Conference on 29th October 2009 awards had been presented to 9 residents in recognition of their help to improve services. Sharron Moloney had been recognised by A2 Dominion and rewarded for her role as Community Champion in undertaking all her community work for the Stanwell New Start project.

Unfortunately, Sharron was unable to attend the Council meeting as she had a prior family engagement. The Mayor advised that she would send Sharron the Council's congratulations and very best wishes on having received this prestigious award.

Surrey County Council - Making a Difference Award 2008-2009 for Employability - to Susie O'Callaghan

Susie O'Callaghan had worked at the Valette Dry Cleaners, Stainash Parade, Staines since 1992 and had been nominated for her length of service and outstanding commitment. In addition, Susie had not only won the award, but had taken part in the making of the 2009 Employability Awards DVD.

The Mayor presented this prestigious award to Susie O'Callaghan.

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: Billy Hadley, Katie Tolland, Kimberley Rolph, Connor Penfold, Kathryn McGuinness, Tom Lynch, Lauren Jenner-Ackhurst, Emily Hubbard, Harry Gascoigne, Henry Cameron, Luke Duckworth (who designed the Christmas Card chosen for Matthew Arnold School), Kyle Barth (who designed the Christmas Card chosen for Spelthorne Borough Council) and Kylvin Lee (who designed the Christmas Card chosen for Spelthorne Business Forum).

Planned Mayoral Events

The Mayor advised Members of the following forthcoming events:

Charity Lunch Valentine Lunch – 14th February 2010.

Staines Brass Band Concert – 28th February 2010.

Charity Ball – 20th March 2010.

Staines Brass Band Concert – 28th March 2010.

Celebration / Service ten years Surrey Police Date to be announced.

St. Georges Day Lunch – 23rd April 2010.

Civic Community Reception 13th May 2010.

403/09 ANNOUNCEMENTS FROM THE LEADER

The Leader updated the Council on the following matters:

1. **Surrey County Council [SCC] Charlton Lane Eco Park.**
2. **Comprehensive Area Assessment [CAA] Report**
[Release by the Audit Commission and its partner agencies of the first set of Comprehensive Area Assessments, along with Organisational Assessments of individual Councils].
3. **Surrey Police Re-structure.**

404/09 OUTLINE BUDGET 2010/2011 – 2014/2015

The Council considered the recommendation of the Cabinet on the Outline Budget 2010/2011 – 2014/2015.

RESOLVED:

1. That the net budgeted expenditure (before investment income and use of reserves) for 2009/2010 be set at a maximum level of £14.45m.
2. That, in order to reach this level, the Management Team, taking into account of the forthcoming recommendations of the Budget Task Group, identifies a package of options by which the budget can be balanced both in 2010-2011 and 2011-2012 and over the next 3 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 2010-2011 and 2011-2012.
4. That the Council's use of reserves policy be reviewed with the aim of the council seeking to maximise the level of its reserves whilst taking account of the impact of the economic downturn and the reduced potential for capital receipts and the need to maintain a capital programme.
5. That an agreed total reserves target minimum level (as measured on 31st March each year) be set at a level of £12m for 31 March 2011.

405/09 THE LOCAL GOVERNMENT AND PUBLIC INVOLVEMENT IN HEALTH ACT 2007 – NEW POWERS FOR OVERVIEW AND SCRUTINY COMMITTEES

The Council considered the recommendation of the Cabinet on the Local Government and Public Involvement in Health Act 2007 – New Powers for Overview and Scrutiny Committees.

RESOLVED:

1. That all Members note the new scrutiny powers contained in the Local Government and Public Involvement in Health Act 2007, and in particular the Councillor Call for Action [CCfA].
2. That the arrangements for operating the Councillor Call for Action (CCfA), as set out in the report to Cabinet by the Deputy Chief Executive at Appendix 2 (flowchart) and at Appendix 3 (Councillor CCfA form), be approved.
3. That the Head of Corporate Governance be authorised to amend the Council's Constitution to facilitate the arrangements for CCfA.
4. That a CCfA will initially be discussed by the Member [i.e. the Councillor putting forward the Call for Action] with the Chairman of the relevant Scrutiny Committee together with the appropriate Scrutiny Lead Officer, to agree how the CCfA should be processed.
5. That the Performance Management and Review Committee be asked to review the Councillor Calls for Action procedure after one year's operation.
6. That in the current economic climate the option to delegate powers to Councillors under section 236 of the Local Government and Public Involvement in Health Act 2007 be deferred and be reviewed in a year's time. During this time it was anticipated that relevant operational and financial data may be available from other local authorities who have implemented s236 of the Local Government and Public Involvement in Health Act 2007.

406/09 POLICE AND JUSTICE ACT 2006 – IMPLICATIONS FOR OVERVIEW AND SCRUTINY

The Council considered the recommendation of the Cabinet on the Police and Justice Act 2006 – Implications for Overview and Scrutiny.

RESOLVED to:

1. Note the new scrutiny powers for crime and disorder arising under the Police and Justice Act 2006.
2. Note the new Community Call for Action (CCfA) role for all councillors.
3. Approve the preferred option for dealing with the scrutiny of crime and disorder in Spelthorne by designating the Performance Management and Review Committee.
4. Authorise the Head of Corporate Governance to make the necessary amendments to the Constitution.

5. Request that the Performance Management and Review Committee develop its Crime and Disorder Scrutiny Rules of Procedure in association with the Crime and Disorder Reduction Partnership [CDRP].

407/09 MINOR VARIATIONS UNDER THE LICENSING ACT 2003

The Council considered the recommendation of the Cabinet on Minor Variations under the Licensing Act 2003.

RESOLVED to delegate authority to the Head of Environmental Health and Building Control Services, in consultation with the Chairman of the Licensing Committee, to determine minor variation applications under sections 41A to 41C and 86A to 86C of the Licensing Act 2003, including the power to decide whether to consult with Responsible Authorities and that the Scheme of Delegations to Officers in the Council's Constitution be amended accordingly.

408/09 THE GAMBLING ACT 2005 – ADOPTION OF STATEMENT OF GAMBLING POLICY 2010 TO 2013

The Council considered the recommendation of the Cabinet on the Gambling Act 2005 – Adoption of Statement of Gambling Policy 2010 to 2013.

RESOLVED to:

1. Adopt the Statement of Gambling Policy 2010 – 2013, as set out at Appendix A to the report to the Cabinet by the Assistant Chief Executive, subject to the word “workplace” in the last line of the first paragraph on page 47 being replaced by the words “licensed premises”.
2. Agree that the Scheme of Delegations to Officers in the Council's Constitution be amended accordingly, as highlighted in Appendix C to the report to the Cabinet by the Assistant Chief Executive.

409/09 THE LOCAL DEVELOPMENT FRAMEWORK [LDF] - ALLOCATIONS DEVELOPMENT PLAN DOCUMENT [DPD]

The Council considered the recommendation of the Cabinet on the Local Development Framework [LDF] - Allocations Development Plan Document [DPD].

RESOLVED that:

1. The Inspector's Report and recommended changes to the Allocations DPD are noted.
2. The Allocations DPD be adopted incorporating all the Inspector's recommendations.
3. 'Saved' Local Plan Proposals P7, P8, P11, P12 and P17 cease to have effect from the date of adoption of the Allocations DPD and be deleted from the Proposals Map DPD.

4. A revised Proposals Map DPD be prepared to incorporate all adopted 'allocations'.

410/09 THE COUNCIL'S CODE OF CORPORATE GOVERNANCE

The Council considered the recommendation of the Cabinet on the Council's Code of Corporate Governance.

Councillor C.V. Strong requested that the vote on the recommendation be recorded.

The vote was as follows:

FOR (26)	Councillors Mrs. P.C. Amos, F. Ayers, Miss M.M. Bain, S. Bhadye, Ms. P.A. Broom, S.E.W. Budd, S.J. Fairfax, K.E. Flurry, G.E. Forsbrey, Mrs D.L. Grant, A.P. Hirst, Ms N.A. Hyams, Mrs V.J. Leighton, D.L. McShane, E. O'Hara, J.D. Packman, Mrs J.M. Pinkerton, Jack D. Pinkerton, Mrs M.W. Rough, S.J. Rough, M.T. Royer, R.W. Sider, R.A. Smith-Ainsley, Caroline Spencer, H.A. Thomson and G.F. Trussler
AGAINST (6)	Councillors I.J. Beardsmore, Mrs E.M. Bell, T.W. Crabb, Mrs S.A. Dunn, L.E. Nichols and C.V. Strong

RESOLVED that the Council's Code of Corporate Governance, within the Council's Constitution, be amended to remove the words "produce an annual report on the activity of the scrutiny function" from the Local Code of Corporate Governance (principle 6, paragraph c).

411/09 REPORT FROM THE LEADER OF THE COUNCIL

The Leader of the Council, Councillor J.D. Packman, presented his report, which outlined the various matters the Cabinet had decided since the last Council meeting.

412/09 AUDIT COMMITTEE

The Chairman of the Audit Committee, Councillor D.L. McShane, presented his report, which outlined the matters the Committee had considered since the last Council meeting.

413/09 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.

414/09 PERFORMANCE MANAGEMENT AND REVIEW COMMITTEE

The Chairman of the Performance Management and Review Committee, Councillor Ms. P.A. Broom, presented her report, which outlined the matters the Committee had scrutinised since the last Council meeting.

415/09 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.

416/09 QUESTIONS ON WARD ISSUES

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

“Residents in my Ward are concerned at the announcement in the latest Borough Bulletin that the Friday recycling collection which falls on 25th December has not been rescheduled but has been dropped altogether.

Following the recycling collection on 11th December residents will not receive the recycling service again until 9th January.

Other recycling collection days seem to have been accommodated with just a one day delay, whilst the residents in Lower Sunbury have a 15 day delay. The residents of Lower Sunbury are highly motivated to recycle and of course the Christmas season produces more recyclable waste than normal. All residents regard waste collection as a basic service which they have paid for in their council tax.

I understand from the Depot that leaflets and sacks will be delivered to residents in Lower Sunbury on Friday 11th December for them to collect their extra 15 days of recyclables in. Although this is some relief, it is going to create a huge problem for many residents especially those without storage. If, as seems likely, sacks of recyclables are kept on property frontages during this extended 15 day period, it will be a complete eyesore.

Can you please explain why the residents of Lower Sunbury are being given this substantially reduced service?”

Councillor G.E. Forsbrey responded as follows:

“Before the decision was taken to cancel this collection we looked at a number of different options. This service will also affect not just the residents of Lower Sunbury, but also residents of Shepperton and Ashford Common.

The first option was a repeat of a previous year when we attempted to collect one day earlier during the week before Christmas to avoid excessive delays post Christmas. Unfortunately this proved to be very unsuccessful with residents as the majority forgot to place their bins out on the rescheduled days.

The second option (which would have enabled the recycling for the Friday to be collected on 29 December) would have pushed all rubbish collections further forward and the return to schedules would have then moved forward for a further week, resulting in confusion for the majority of residents until 18 January.

I hope all Councillors will agree with me that the sooner “normal service“ is resumed the better it is for everybody.

By rescheduling the collection we have enabled all of the more difficult rubbish waste, which residents do not wish to keep hold of, to be removed much quicker. In addition to this, all recycling/rubbish collections will return to normal collection days by Monday 11 January 2010, thereby avoiding any more confusion than necessary for residents, particularly the elderly residents who find this type of change more difficult to cope with.

The Streetscene staff does try to avoid disruption to this type of service wherever possible, which is why there is normally a collection on Bank Holidays throughout the year apart from Xmas. Staff are not required to work on Bank Holidays or Saturdays but agree to do so to keep the service running as smoothly as possible.

The recycling "bring sites" will also be monitored and emptied regularly over the Christmas and New Year period to ensure that residents who do not wish to, or cannot store their recyclables at home, have somewhere to dispose of them."

417/09 GENERAL QUESTIONS

Under Standing Order 14, Councillor T.W. Crabb asked the following question:

"There has been adverse publicity in the press recently about local authorities who are "slow payers" and who thus make the difficulties small businesses face during the recession even worse. A year ago I sought reassurance that our Council's conscience in this matter was clear.

Will the Leader and Members join me in thanking Assistant Chief Executive, Terry Collier and his team who since then has been providing me with figures showing not only that invoices are being paid within the target dates but also that performance in this is improving?"

Councillor Mrs. V.J. Leighton responded as follows:

"Thank you to Councillor Crabb for giving us the opportunity to highlight the progress our payments team have made in improving the promptness with which they pay our suppliers.

The team's performance compares favourably with that of other Councils. The team working with all the Council's departments, seeks to continually improve performance, in particular the team have been pioneering in the way they have pushed the development of our payments system. In the current financial year the percentage of invoices paid within terms has risen from 96.6% to 97.6% and the percentage paid within 10 days has risen from 30.6% to 39.5%.

The average time it takes to pay an invoice has now fallen to 13 days. We recognise that being a prompt payer can help the businesses supplying us and we are in the process of signing up to the public sector Prompt Payment Code. "

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

“On the 23rd November 2009 the LDF Working Group was asked to approve the Planning Brief for the Brooklands College Ashford Campus.

The Group was advised that it was essential that this brief be approved immediately so that the public consultation could start and the brief be formally adopted at the Council meeting on the 25th February 2010.

The Group was assured by Officers that it was vital that the brief meet the defined timetable.

At the Cabinet meeting on the 30th of November 2009 the brief was deferred and therefore the proposed timetable cannot be met.

Can the Leader please explain why the brief was so urgent when it came to the LDF Working Group on the 23rd of November 2009?

What happened between the Working Group meeting and the Cabinet meeting which made it less urgent?

Does the Council still intend to hold a consultation on a Planning Brief for the site and, if so, when and under what circumstances?”

Councillor J.D. Packman responded as follows:

“In late October Brooklands College announced that, due to the withdrawal of government funding to the Learning and Skills Council, their proposals to provide a new College complex at the Ashford Campus could not proceed and they would cease education at the site in July 2010. In education terms this was disastrous news.

The trigger that started the process of preparing a Planning Brief for the College came about because the Council was advised, by the then Principal, Colin Staff, that they intended putting the college site on the open market.

Officers, Cabinet Member and the Chief Executive met with the then Principal Colin Staff who confirmed the situation. It was also clear that sale of the site was an essential part of helping to address the financial deficit the College now has. It was evident that enquiries about the future uses of the site would be made to the Council in the very near future.

Faced with these facts it was prudent to move quickly so that the Council could assist the College and any prospective purchasers with advice about what in planning terms would be acceptable on the site. It was also important the public had the opportunity to have a say on such an important site as this is in the heart of Ashford. For this reason a draft Planning Brief was prepared and plans were made to progress its adoption as soon as possible.

However, at the end of the week of 23 November, and before Cabinet on 30 November the new interim Principal announced a review of the situation the College was in and that nothing was ruled out, including future education provision on the Ashford site. This news was most welcome for the residents of this Borough and, whilst our plans to agree a planning brief for consultation

were well advanced, it was sensible in the circumstances to note the brief, but not progress it any further at this stage pending the outcome of the College' review.

This Council remains committed to do all it can to assist in securing high quality education facilities for 16 to 19 year olds. I sincerely hope that facilities can be retained at the Ashford site. If in the future it is clear that the College need our advice on the future of the site, and a planning brief would assist, we will produce one and ensure it is subject to public consultation."

Under Standing Order 14, Councillor L.E. Nichols, on behalf of Councillor Mrs. C.E. Nichols, asked the following question:

"At the last Council meeting (29th October 2009) the Leader, Councillor J D Packman was pleased to report the appointment of Trevor Roberts Associates Ltd, experts in planning control, to review the Council's Planning arrangements (Minute 343/09). Residents in my ward will be interested to know the outcome of this review and some of them will want to provide input into the review.

I note that a final report is expected in March but can the Leader amplify how, and when residents will be contacted to submit their views, and by what method; for example, will submissions be taken by interview, letter or formal questionnaire? Could the Leader also advise whether all residents may make a submission? How is the timetable for the process being advertised and where will the final report be published; will the full report be available through the public pages of Spelthorne Borough Council's website?"

Councillor H.A. Thomson responded as follows:

"The Council fully recognises the importance of obtaining the views of those who come into contact with the planning service. We need feedback in order to understand where we need to continue to improve. It is for this reason we insisted that as part of the brief, Trevor Roberts Associates incorporate the results of various satisfaction surveys in their final report even though this is not their standard approach.

I am pleased to inform all members that a satisfaction survey has already gone out to all Residents Associations and Amenity Groups on 2 December. At the same time, surveys were sent to Applicants and Agents who had submitted applications to the Council in the last six months. In addition a survey also went out to all Councillors for their views on 10 December and I would ask them to respond to this. The Leader of the Liberal Democrats was emailed a copy of all three questionnaires/surveys on 2 December (in advance of them being formally issued). I would have hoped that he would have forwarded this information onto the rest of his party Members.

A further survey will also be going out in the New Year (to avoid the Christmas period) to objectors who have commented on planning applications which have been recently considered by the Council. This is considered the best way of getting focused comments from those residents who have had actual direct contact with the planning service.

I trust all Councillors will recognise that the Council is taking the review seriously and that we are engaging with as many people as possible to obtain their views after which the actions identified will then be considered by the Cabinet.

The final report is due by the end of March 2010.”

Under Standing Order 14.2, Councillor L.E. Nichols, on behalf of Councillor Mrs. C.E. Nichols, asked the following supplementary questions:

“(1) Will written submissions / survey responses sent to the Council by any Borough resident, who was not approached direct by the Council, be allowed and be accepted as consultation feedback and be included so that the resident’s views will be considered?”

(2) Will the final report be available on the Council’s Website?”

Councillor H.A. Thomson responded on the following lines:

“(1) Yes, all written submissions / survey responses sent to the Council by any Borough resident will be allowed and will be accepted as consultation feedback and will be included so that the resident’s views will be considered.

(2) Yes, the full final report will be made available on the Council’s Website.”

418/09 APPOINTMENTS TO OUTSIDE BODIES

Appointment of a Representative Trustee to the Laleham Charities

RESOLVED that Mrs. Susan Pett of Moonfleet, Vicarage Lane, Laleham be appointed as a Council Representative to serve on the Laleham Charities for a four year term of office until December 2014.

Appointment of a Representative Trustee to the Staines Parochial Charity

RESOLVED that Ms. Elizabeth Moore, Chief Officer of VAIS (Voluntary Action in Spelthorne) be appointed as a Council Representative to serve on the Staines Parochial Charity for a four year term of office until December 2014.

419/09 SEASONS GREETINGS

The Mayor wished all Members and Officers present a happy Christmas and best wishes for the new year 2010.

RECOMMENDATIONS OF THE CABINET

1. DETAILED BUDGET 2010/2011

- 1.1 The Cabinet have considered a report by the Chief Finance Officer seeking Members consideration of the detailed Budget for 2010/2011 and a formal proposal on a Council Tax for 2010/2011 for recommendation to the Council for approval.
- 1.2 By accurately planning and managing its financial resources the Council can maximise the services it provides to the public.
- 1.3 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 16 February 2010 to this Council Meeting.)

1.4 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 2010/2011 and the following proposals:
 - a) The Revenue Estimates, as set out in the report by the Chief Finance Officer to the Cabinet, be approved.
 - 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 2010/2011.
 - c) Agree that the Council Tax base for the year 2010/2011 is 40,388.20, 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 2010/2011, in accordance with Sections 32 and 33 of the Local Government Act 1992.

[continued on the next page]

Agenda Item: 9

(a)	£55,270,200	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)	£42,889,822	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)	£12,380,378	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)	£5,623,432	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 7th 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 2010/2011, 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.

- 2. TREASURY MANAGEMENT STRATEGY STATEMENT AND ANNUAL INVESTMENTS STRATEGY 2010/2011**
- 2.1 The Cabinet have received a report by the Chief Finance Officer on the Treasury Management Strategy Statement and Annual Investments Strategy 2010/2011.
- 2.2 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.
- 2.3 The Cabinet recommend that the Council:**
 - 1. Approve the Treasury Management Strategy and Annual Investment Strategy for 2010/11 as set out in the report by the Chief Finance Officer to the Cabinet.**
 - 2. Formally adopt the CIPFA publication "Treasury Management in the Public Services Code of Practice and Cross-Sectional Guidance Notes" (The Code), published in 2009.**

Councillor John Packman
Leader of the Council

25 February 2010

**DETAILED BUDGET 2010-2011
COUNCIL – 25 FEBRUARY 2010
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 2010/11 and to consider and formally propose a Council Tax for 2010/11

Key Issues

- Significant savings exercises have been undertaken to enable a balanced Budget for 2010/2011

Impact of:

- Tight three year grant settlement for district councils
- Economic downturn
- Credit crunch and falling investment returns
- Concessionary Fares
- Need to balance budget for future years- need to maximise savings in 2010-11 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:

- 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 element of the council tax for 2010/11 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 2010/11.**
 - c) To agree that the council tax base for the year 2010/11 is 40,388.20 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 2010/11 in accordance with Sections 32 and 33 of the Local Government Act 1992.

(a)	£55,300,800	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)	£42,920,422	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)	£12,380,378	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)	£5,623,432	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 2010/11 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.

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

Cabinet Member: Councillor Mrs. Vivienne Leighton

REPORT

1. BACKGROUND

- 1.1 In November 2008 the Cabinet considered a report on the outline budget for the period 2009-10 to 2012-13 and noted the estimated deficit of £0.9million for 2009-10. The underlying deficit we had been facing for 2010-11 is approximately £1.7m which is not dissimilar to the scale of deficits faced by other Surrey districts. Considerable work has since been undertaken in order to get to the point of presenting a balanced budget proposal for 2010-11.
- 1.2 The budget process for 2010-11 has been particularly challenging because of the continuing impact of the credit crunch and property downturn then the broader economic downturn on the Council's financial position. These have impacted in a number of ways:
- (a) Reduced capital receipts
 - (b) Base rates falling from a peak of 5.75% to 0.5% reducing the investment income the Council will earn in 2010-11 and 2011-12.
 - (c) Initially reductions in income streams particularly car parking (whilst there remains some uncertainties as to outturn car parking income there does appear to have been some recovery) and planning fees.
 - (d) Additional service pressures in areas such as Benefits, Revenues and Housing Options.
 - (e) The rise in the UK public sector levels of borrowing does mean that we expect the next local government settlement to be harsh.
- 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 and Appendix 2 summarise the current draft detailed Budget proposed for 2010-11.

Grant Settlement

- 2.2 As notified last year as part of the three funding settlement, the Government has confirmed that Spelthorne will receive just a 0.5% (£28k) increase in general grant support for 2010-11. This is equivalent to a mere additional 31 pence to spend next year on each of our residents.

Level of Grant Support

- 2.3 Spelthorne receives £63.87 per head of population of general government grant (revenue support grant and redistributed business rates) for 2010/11. This is **19% below the national average of £78.40** per head for English shire districts. Within Surrey we are the third highest funded district, on a per head of population basis. Spelthorne, in common with almost forty percent of districts in England and all but one of the Surrey districts, are on the "floor" (the mechanism by which the government ensures a minimal increase in grant for each council) hence our funding has only increased this year by 0.5%, which is significantly less than the rate of inflation. 2010-11 is the last year of the current three year settlement

which means that there is uncertainty as to grant funding for the following three years, currently we have assumed as our mid range working assumption annual cash reduction of 2% annum in grant for future years.

Council Tax and Capping

- 2.4 The government has again stated that it is still prepared to cap if necessary and that they are looking for an *average* council tax increase to be *substantially lower than previous year*. Authorities believe that the capping limit imposed by the Government is likely to be around 3%. As a result no authority in Surrey is proposing an increase of more than 3%. Three other boroughs are believed to be planning a nil council tax increase like ourselves.

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 Cabinet and/or the Council. Members will be aware that considerable work has been undertaken to reduce the list down to the absolute essentials. Appendix 2 of the 16 February 2010 Cabinet Report contains a list of savings measures both corporate and service specific.

Pay and price levels –the estimates have been prepared at pay and price levels ruling at November 2008 including an increase of 0% for salaries and wages from 1 April 2010. If the national pay award is higher savings will be found from the salaries budget to fund the difference under our obligation to match the national award added in respect of salaries and wages. Inflation has been included in respect of contracts where appropriate.

- 2.6 Fees and charges - all fees and charges have been reviewed.
- 2.7 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.
- 2.8 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 1.4% and this reflects some fixed deposits which either mature in 2010/11 or do not mature for up to three years.
- 2.9 Use of reserves –it is proposed not to use general reserves. This is a reduction of the £175k use of general reserves built into the 2009 -10 budget. This represents a modification to the Outline Financial Strategy in response to the change of circumstances the Council is now facing. The change in the financial landscape, particularly the extended period of low interest rates, means it will be unrealistic to eliminate entirely use of all reserves in 2010-11. The level of likely use of reserves is as set out below.
- 2.10 Indicative Use of Reserves (all specific use of reserves – no use of general reserves):

2009-10 (original) £1,004k

2009-10 (revised; reflects VAT refund set aside) £485k

2010-11 £706k

2011-12 £50K

2012-13 NIL

2013-14 (£100K) – i.e. net contribution to reserves

The 2010-11 figure is broken down as follows:

Interest equalisation reserve	£293k
New Schemes fund	£250k
set aside LPSA reward grant	£ 80k
set aside to fund Airtrack	£ 60k
set aside area based grant	£ 22k

2.11 The Council as a participant in the Surrey Local Public Service Agreement (LPSA) for 2005-2008 received in 2008-09 a total of £503k in grant to be split 50:50 between revenue and capital. The authority set aside the revenue component into reserve using £100k in 2009 -10 and £80k in 2010 -11 to support the overall budget.

2.12 We still have outstanding claims for refund of historic VAT which if fully successful would total approximately £1.5m; however, we anticipate that we are less likely to obtain a full refund than in the other areas where we have been successful. Any further VAT refunds will like the £518k received in 2009-10 be set aside to help replenish reserves.

2.13 Investment Income

2.14 The Cabinet has on the agenda of this meeting the Annual Investment Strategy report in the aftermath of the global financial crisis central banks around the world aggressively cut interest rates in a coordinated attempt to mitigate world recession and sustain global economic growth. In the UK, bank rate was rapidly cut over a short period to a historically low level of 0.50% on 5th March 2009 where it has remained ever since. Indeed, leading market forecasters, including Sector, the council's treasury advisors, expect it to remain at these levels until at least September 2010.

	Estimated Investment income to support general revenue budget
2008-09 Original	£1.880m
2009-10 Estimate	£1.020m
2010-11 Estimate	£0.415m
2011-12 Estimate	£0.6m
2012-13 Estimate	£0.725m

2.15 These low interest rates have had 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. This boost our investment returns if rates remain at these historically low levels but the overall effect will be particularly noticeable in 2010/11 when investment income will be halved to around £415k.

- 2.16 This situation is not unique to Spelthorne, it will affect the investment returns of all local authorities and it has a “double whammy” effect. The reduction in investment income will have a major impact on increasing our budget deficit but shortfalls funded from reserves will only reduce our ability to generate sufficient investment income to support the General Fund in future years.

Growth items

- 2.17 Appendix 2 of the February Cabinet report summarised the main budget growth and unavoidable expenditure pressures.

2.18 Savings

- 2.19 Appendix 3 of the February Cabinet report summarised the proposed savings. In total savings of approximately £1.6m or 12% have been found.
- 2.20 All services areas were asked In September 2009 to scrutinise their budgets to identify in year savings to redress the budget for 2009/10 caused by in year problems and to identify which of these could be ongoing – approximately £287k savings were identified and these have been built into the detailed budget.
- 2.21 In addition to this services have been asked to scrutinise their budgets and come up with an additional list of savings based on 2% and 5% of their total service area budget which have also been built into the detailed budget. In many cases the savings taken have been closer to the 5% level.
- 2.22 Along side 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 and a number of opportunities have been taken to review structures which has resulted in a reduction of the employee budgets. In total the employee budget for 2010-11 is approximately £700,000 lower than that for 2009-10.

Income generation

- 2.23 There are separate papers on this agenda for proposed car park charges and fees and charges generally. The budget forecasts have taken into account that there has been some decline in income streams in areas such as planning fees arising from the impact of the economic downturn. As part of the 2009-10 budget monitoring officers have been keeping under continuous review the council's various income streams and this has impacted on the level of in-year savings required to balance the 2009/10 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 on going.
- 2.24 A joint Scrutiny Committee Outline Task Group was convened in September 2009 to identify potential in year and future year's savings. A separate report has been prepared by them outlining proposed actions to address the 2010-11 and future year's budget deficit. This report will be taken to a special joint meeting of the two scrutiny committees on 16th February and then to a special Cabinet meeting on the 18th February.

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

- 4.1 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 Cabinet at the February meeting.

Capital expenditure

- 4.2 The February 2010 Cabinet report details the capital programme for 2010/11 to 2013/14. The council is intending to finance the programme from capital receipts and considers that it is affordable.

Ratio of financing costs to net revenue stream

- 4.3 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

- 4.4 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 2010/11 and 0% in 2011/12. This would mean that subject to next years council tax being set at the recommended figure, the 2010/11 and 2011/12 band D figures are estimated to be £167.30 for both years.

The incremental effect of the draft capital programme shown 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 2.5% increase and Surrey Police at its tax setting meeting on the 8th February set a band D council tax of £198.54 representing a 2.41% 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. We will review in the coming year the items funded from the New Schemes Fund to help ensure the Council's finances are on a sustainable basis.
- 6.2 Whilst the proposals set out produce a balanced budget for 2010 -11 at present the projections indicate a deficit of approximately £830k for 2011 -12 which we now need to start working towards addressing. Our approach will be informed by the recommendations coming out of the Joint Scrutiny Budget Task Group report. We have identified a number of strategies we can pursue to ensure that we address this including, developing further our business improvement programme, implementing rolling zero based budgeting reviews, reviewing our use of assets; exploration of opportunities for joint working.

We are aware that in 2011-12 there will be additional pressures on the Council in the form of additional employers national insurance contributions and probably additional employer superannuation contributions following the next triennial pension fund revaluation.

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 9. 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 £12.1 m as at 1 April 2010. However, a number of these balances are earmarked specifically for social housing and the new scheme fund. The uncommitted funds will stand at £1.3 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 are undertaking 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 risk of 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 CAA, Use of Resources and International Financial Reporting Standards implementation
Contaminated land (main impact would be on capital)		
Council tax capping level		
PSL/housing benefit subsidy		
Staines town centre rents		
Staines town centre redevelopment		
Reliance on interest earnings		

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 just 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

10.1 Full Council to approve the Budget on 25th February 2010.

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.

This is an overview of some of the more important issues that we have discussed.

We have made recommendations to the Council on two items which appear earlier on this Council Agenda.

1. EVENTS PROGRAMME

We have considered a report proposing the outline Events Programme for 2010.

We have agreed the main Events Programme for 2010, as follows:-

- a. Youth Awards (To be delivered by the Youth Council, with support and guidance from Leisure Services) - £3,000.
- b. 10K Road Race (Leisure Services will provide support to Runnymede Runners and Staines Strollers Clubs).
- c. Summer youth events (Urban Jamming) - £3,100, (To be co-ordinated by Leisure Services).
- d. Sports Awards (Surrey Youth Games and Spelthorne Sports Council) - £1000, (To be co-ordinated by Leisure Services).
- e. National Play Day - £1,200, (To be co-ordinated by Leisure Services).
- f. Santa Sprint- £1,000, (To be co-ordinated by Leisure Services).

2. PLAYING PITCH STRATEGY UPDATE

We have considered a report updating Members on the progress of the Playing Pitch Strategy Action Plan.

We have agreed to continue to support the ongoing actions resulting from the Playing Pitch Strategy and the Action Plan.

3. SPELRIDE AND PARTNERSHIP WITH ELMBRIDGE BOROUGH COUNCIL

We have considered a report detailing a proposal for the administration of the Spelride Service to be undertaken in future in partnership with the Elmbridge Borough Council's Community Transport Service.

Spelride offers transport to those most in need and who are unable to use public transport, to go to Day Centres, outings, shopping and other activities as required. Working in partnership with Elmbridge Borough Council should provide a more sustainable Spelride service for the future.

We have agreed to endorse the proposed plan for Spelthorne Borough Council to partner in future with Elmbridge Borough Council in administering the Spelride Service.

4. CEMETERIES CHARGING REVIEW

We have considered a report on the Cemeteries Charging Review seeking approval for an across the board rise in charges for Cemetery Services. This recommended rise in charges will bring Spelthorne's Cemetery Services costs in line with other local authorities.

We have approved an immediate rise in Cemetery Charges, in line with the figures in Appendix 1 to the report of the Deputy Chief Executive to the Cabinet, with effect from 1 February 2010.

We have also agreed that a full review be carried out to consider raising charges for Cemetery Services, (1) in order to bridge the gap between expenditure and income and (2) in time for further increasing the charges for the financial year 2011/2012.

5. PROCUREMENT OF ENERGY EFFICIENCY IN THE HOME (HECA) SCHEME

We have considered a report on the Procurement of Energy Efficiency in the Home (HECA) Scheme, in light of a new managing agent and home energy efficiency scheme being required for Spelthorne.

We have authorised the Officers to proceed to the next stage of the tender process with the four recommended managing agents, with a view to securing a new managing agent and home energy efficiency scheme for Spelthorne.

6. MONDAY MARKET, STAINES

We have considered a report seeking approval for a Monday Market in Staines, in addition to the current Wednesday and Saturday Markets provided there.

The operation of a Monday Market in Staines will provide increased shopping for residents of Spelthorne, increased footfall and more potential trade for all the shops in Staines and will also provide increased income to Spelthorne.

We have approved the implementation of a 6 month trial of a Monday Market in Staines, utilising some of the increased income to appoint, initially on a temporary basis, a Market Supervisor.

Councillor John Packman
Leader of the Council

25 February 2010

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

The Improvement and Development Committee met on 14 January 2010 to consider, scrutinise and make decisions on the following items of business:-

1. ECO PARK PROPOSAL FOR CHARLTON LANE

Following the Members' Seminar on Surrey County Council's proposals for an Eco Park at Charlton Lane, the Improvement and Development Committee authorised the Chairman to call for volunteers to serve on and set up a Task Group to look at and evaluate details of the Eco Park proposal, in consultation with the Head of Environment Services as to the most appropriate time to form such a group.

2. PROCUREMENT STRATEGY

The Committee received, scrutinised and noted a comprehensive report and presentation from the Assistant Chief Executive, Terry Collier, giving an update on the progress on delivering procurement improvements and summarising plans for 2010.

3. REPORTS FROM TASK GROUPS

Joint Scrutiny Committee's Outline Budget Strategy

The Chairman reported that the work of the Task Group was still ongoing and that there was insufficient time to submit the Task Group findings and recommendations to either this Committee or the Performance Management and Review Committee before the Cabinet meeting on 19 January 2010.

It was proposed and agreed that, following Members' comments and suggestions, the findings and recommendations of the Task Group be presented direct to a Special Cabinet briefing meeting on 26 January 2010.

4. WORK PROGRAMME 2009/2010

The Committee considered and agreed its Work Programme as amended for the Municipal Year 2009/2010.

Councillor Mrs. Jean Pinkerton
Chairman of the Improvement and Development Committee

25 February 2010

REPORT OF THE CHAIRMAN ON THE WORK OF THE LICENSING COMMITTEE

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

LICENSING SUB-COMMITTEE - 10 DECEMBER 2009 AND 7 JANUARY 2010

The meeting held on 10 December 2009 to determine whether an individual was a fit and proper person to hold a Hackney Carriage Driver Licence, was adjourned as the respondent declared himself to be displaying symptoms of illness that had been diagnosed as Swine Flu.

The Head of Environmental Health and Building Control Services, having been made aware of the driver's state of health, suspended the driver's Hackney Carriage Driver Licence, under delegated authority, on the grounds of public safety until such time as a medical doctor could declare that the driver was medically fit to drive a Hackney Carriage vehicle without presenting a risk to passengers.

At a reconvened hearing on 7 January 2010 the Sub-Committee determined that this individual was not a fit and proper person to hold a Hackney Carriage Driver Licence and suspended his licence for a period of twenty-one days.

LICENSING SUB-COMMITTEE - 11 DECEMBER 2009 p.m.

At a Licensing Sub-Committee hearing to determine whether an individual was a fit and proper person to hold a Hackney Carriage Driver Licence, a Sub-Committee suspended his licence for a period of thirty days.

LICENSING SUB-COMMITTEE - 11 JANUARY 2010

A Sub-Committee considered and granted an application for a Premises Licence subject to modification and addition of conditions in respect of Unit 5 Thames Edge Court, Staines.

LICENSING SUB-COMMITTEE - 15 JANUARY 2010 a.m.

At a Licensing Sub-Committee hearing to determine whether an individual was a fit and proper person to hold a Hackney Carriage Driver Licence, the Sub-Committee suspended his licence for a period of twenty-one days.

LICENSING SUB-COMMITTEE - 15 JANUARY 2010 p.m.

At a Licensing Sub-Committee hearing to determine whether an individual was a fit and proper person to hold a Private Hire or Hackney Carriage Driver Licence the Sub-Committee refused his renewal application for the grant of such Licences.

LICENSING SUB-COMMITTEE - 19 JANUARY 2010

A Licensing Sub-Committee heard an application for review of a Premises Licence from Surrey Police and modified the conditions of the Premises Licence held by

Agenda Item: 12

Punch Pub Company Ltd., in respect of the Royal Hart Public House, Church Road, Ashford.

LICENSING SUB-COMMITTEE - 20 JANUARY 2010

A Licensing Sub-Committee considered and rejected an application for a Personal Licence under the Licensing Act 2003.

LICENSING SUB-COMMITTEE - 22 JANUARY 2010

A Licensing Sub-Committee dispensed with a review of the Premises Licence for the Dog and Partridge Public House, Edinburgh Drive, Laleham, following the sale of the premises and with the agreement of all parties.

LICENSING SUB-COMMITTEE - 27 JANUARY 2010

A Licensing Sub-Committee considered and granted an application for a Premises Licence in respect of Sunny Food and Wine, 117 Groveley Road Sunbury, subject to modification by addition and amendment of conditions.

LICENSING SUB-COMMITTEE - 8 FEBRUARY 2010

A Licensing Sub-Committee met to determine whether an individual was a fit and proper person to hold a Private Hire Driver Licence, and adjourned until 15 February as the respondent was sick.

Councillor Robin Sider
Chairman of the Licensing Committee

25 February 2010

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

The Planning Committee has met three 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.

The meeting on **9 December 2009** dealt with 7 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 refusal of an application for the erection of two houses at 72 The Avenue Sunbury
- The Committee also agreed to an amendment to a legal agreement relating to the erection of 51 dwellings at the former BT Depot Site Poplar Rd Ashford to secure the provision of all of the units as affordable accommodation.
- Authority was given for the serving of Enforcement Notices relating to the carrying out of unauthorised work at 3 separate sites across the Borough.

The meeting on **6 January 2010** dealt with 6 items. Public speaking took place on 5 items with 5 people taking the opportunity to address the Committee.

The most notable items on the agenda were:

- The refusal of a development of 14 dwellings including a block of flats, and houses at Park Road Stan well.
- The approval of a revised scheme for the erection of 7 affordable houses at land behind 13-29 Diamedes Avenue Stanwell together with improvements to existing communal areas
- Permission was also granted for a revised scheme for a new teaching block at Halliford School Shepperton

The meeting on **3 February 2010** dealt with a total of 7 items. Public speaking took place on 4 items with 6 people taking the opportunity to address the Committee.

The most notable items on the agenda were:

- The granting of permission, for that part of a development situated within Spelthorne, for facilities for the Environment Agency on their Island Site in Ford bridge Road Sunbury.

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- The Committee also refused permission for a scheme of 5 flats at 400 Staines Road West
- Permission was granted for external works at the former St David's School in Church Road Ashford, including the laying out of new sports pitches and a floodlit pitch, to enable the school to reopen as St James School in September 2010

Councillor Howard Thomson
Chairman of the Planning Committee

25 February 2010