

To:
All members of the
Council

Please reply to:
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Date: 18 May 2022

Supplementary Agenda

Council - Thursday, 26 May 2022

Dear Councillor

I enclose the following items which were marked 'to follow' on the agenda for the Council meeting to be held on Thursday, 26 May 2022:

3. Minutes

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To confirm as a correct record the minutes of the Council meetings held on 28 April 2022 and 19 May 2022.

Yours sincerely

Gary Lelliott
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To the members of the Council

Councillors:

I.T.E. Harvey (Mayor)

S.M. Doran

M.M. Attewell

C.F. Barnard

C.L. Barratt

R.O. Barratt

C. Bateson

I.J. Beardsmore

M. Beecher

J.R. Boughtflower

A. Brar

S. Buttar

J. Button

R. Chandler

J.T.F. Doran

R.D. Dunn

S.A. Dunn

T. Fidler

N.J. Gething

M. Gibson

K.M. Grant

A.C. Harman

H. Harvey

N. Islam

T. Lagden

V.J. Leighton

A.J. Mitchell

S.C. Mooney

L. E. Nichols

R.J. Noble

O. Rybinski

D. Saliagopoulos

J.R. Sexton

R.W. Sider BEM

V. Siva

R.A. Smith-Ainsley

B.B. Spoor

J. Vinson

MINUTES OF THE SPELTHORNE BOROUGH COUNCIL

Minutes of the Council Meeting of Spelthorne Borough Council held in the Council Chamber, Council Offices, Knowle Green, Staines-upon-Thames on Thursday, 28 April 2022 at 7.00 pm and on Wednesday 05 May 2022

Present:

Councillors:

Councillor I.T.E. Harvey, The Mayor, in the Chair

S.M. Doran	J.T.F. Doran	S.C. Mooney
M.M. Attewell	R.D. Dunn	L. E. Nichols
C.F. Barnard	S.A. Dunn	R.J. Noble
C.L. Barratt	T. Fidler	O. Rybinski
R.O. Barratt	N.J. Gething	D. Saliagopoulos
C. Bateson	M. Gibson	J.R. Sexton
M. Beecher	K.M. Grant	R.W. Sider BEM
A. Brar	H. Harvey	V. Siva
S. Buttar	T. Lagden	R.A. Smith-Ainsley
J. Button	V.J. Leighton	B.B. Spoor
R. Chandler	A.J. Mitchell	J. Vinson

Apologies: Apologies were received from Councillors I.J. Beardsmore, J.R. Boughtflower, A.C. Harman and N. Islam and

37/22 Minute's Silence for Mary Madams

The Council observed one minute's silence in memory of Mary Madams, Councillor for Haleham and Shepperton Green.

38/22 Minutes

The minutes of the Council meetings held on 24 February 2022 and 10 March 2022 were agreed as a correct record.

39/22 Disclosures of Interest

There were no disclosures of interest.

40/22 Special Borough Volunteer Award

A special award was presented to representatives of Voluntary Support North Surrey.

An embroidery, commemorating the work of over 1,000 volunteers across Spelthorne, would be permanently displayed in the Council Chamber.

41/22 Announcements from the Mayor

The Mayor made the following announcements:

“Since the last Council meeting the Mayoress and I have continued our activities, both in Borough and further afield.

Due to the full agenda tonight I do not intend to bore you with every event but they include planting trees, opening outdoor gyms, supporting other Mayors, and attending various Voluntary sector events, including the Civic Awards presentation in this Chamber on Tuesday of last week. We also presented the winners trophies at the London Irish minis festival last Sunday.

I want to thank Staines & Lammas Brass Band and Sunbury Cricket Club Chain Gang bands for hosting music events for my charities recently.

On the 17th March we held a Mayors Business Reception at Guy Salmon Jaguar Land Rover in Sunbury. This was attended by representatives of business large and small, as well as Mayors from across Surrey.

As you will all be aware tomorrow we are hosting the Mayors Charity Spring Blossom Ball , but bookings have now closed.

On Friday 13th May the Mayoress is hosting a Fizz and Film afternoon at Shepperton Studios, and has obtained special permission to show the remake of West Side Story. It is ladies only and you can book via the Mayors Office.

Regrettably we continue to haemorrhage staff due to a number of factors, including one that we cannot overlook and that's the obvious political issues that have been given a negative press. Now we have to say goodbye to Jayne Brownlow and Deborah Ashman who are both retiring, as well as Nick Cummings who is moving to pastures new. I would like to thank them all for their very significant efforts on behalf of the residents of Spelthorne and wish them the very best for the future.

Finally I am delighted to announce that after a two year moratorium we are now able to send representatives to the forthcoming Queens Garden Party and two members of staff who did exceptional service during the early days of COVID will be attending next month. I am sure they will enjoy the day.

Thank you”.

42/22 Announcements from the Leader

The Leader made the following announcements:

“The thoughts of this Council remain with the people of Ukraine who continue to face awful atrocities. The Council’s housing team have undertaken house visits to identify suitable properties in the Borough for hosting Ukraine families. My deepest thanks go to the many residents who have shown such kindness by opening their homes to support, to date, up to 80 potential guests.

Last week, the Council played host to the Spelthorne Civic Awards. I would like to extend my congratulations to all those honoured. The full ceremony can be viewed on the Council’s YouTube channel – Spelthorne TV.

The annual Spelthorne Business Awards are now open for entries up until 2 October. There are two new categories to enter this year, including best construction business and best innovative business. Please visit our website for further information.

In a bid to help residents get more active following the Coronavirus pandemic, 10 new outdoor gyms have been installed in parks in Ashford, Laleham, Shepperton, Staines-upon-Thames, Stanwell Moor and Sunbury.

A consultation is being run to gain the views of residents on proposed changes to the Council’s Housing Allocation Policy. In response to increasing demand for social housing and the existing levels of homelessness, amendments to the allocations policy are needed to ensure that it reflects current priorities and that applicants who are most in need are prioritised. The consultation will close on Wednesday 1 June.

A by-election will be held on 25 May in Shepperton and Laleham ward following the sad passing of Cllr Mary Madams. The thoughts of this Council remain with her friends and family and I would like to thank Councillors for their earlier tributes.

And finally, plans for the Queen’s Platinum Jubilee bank holiday are gathering pace. There will be lots of events in Spelthorne, including musical picnics in the park, and residents should check our website for more details. We have also received over 80 street closure applications across the Borough from residents looking to host their own celebrations. Along with the CEX, I have signed off many Better Neighbourhood Grant forms from Councillors in support of such celebrations and the opportunity to provide funding from the scheme to residents is still available up to the 9 May.”

43/22 Announcements from the Chief Executive

The Chief Executive made the following announcements:

“Last Month this Council published its new Customer Charter. The charter describes the level of service a resident or customer can expect to receive from across all departments at the Council in line with our corporate values and service delivery priorities. The charter has some specific expectations – including how we will respond to calls and emails but more importantly the

policy communicates our commitment to how we will treat others and what steps residents themselves can take to help enquires be responded to as effectively as possible. Our customer pledge is displayed online and in reception, here at Knowle Green.

Last week was a particularly Surrey-centric week in which we welcomed three distinguished visitors to Knowle Green. First was the Lord Lieutenant of Surrey Michael More-Molyneux attending the Civic Trust Awards, followed by the Leader of Surrey County Council, Cllr Tim Oliver attending the Corporate Policy Resource Committee and finally the Chair of the Surrey Civilian Military Partnership Board, Helyn Clack (who is also the Chairman of Surrey County Council) attending a Spelthorne Armed Forces Covenant meeting hosted by Cllr Sider and myself.

It was in the context of the discussion around the Defense Employer Recognition Scheme – for which Spelthorne Borough Council secured a Gold Award – that we also noted the sad passing of Bill Sykes BEM, a distinguished veteran and much-loved member of the Ashford community who celebrated his 102nd birthday in November and will be greatly missed at the Fordbridge Veterans' Hub.

Tonight, this Chamber has recognised the extraordinary selfless and compassionate support our local volunteers make to the vitality of our community and Borough. One of the many locals recognised by way of this special embroidery award was Mrs Shirley Proud who sadly passed away on 16th March.

Mrs Proud has been an active volunteer for decades and was a keen participant with Spelthorne Civic Pride, planted trees, litter picked, volunteered at the Swan Sanctuary and campaigned for what she believed in, including Staines Park, which she was instrumental in securing as a Field in Trust.

I am sure Mrs Proud would literally have been 'proud' of the fact that Defra and Keep Britain Tidy had selected Staines Park as a winner of a Bees' Needs Champions Award, in the national Local Authority and Community category. Thank you and congratulations to Staines Park Residents Association.

Spelthorne Borough Council are also currently working with the Local Government Association to understand our employee experience at work through our annual staff survey which will take place next month. Following our survey last year, which was instrumental in shaping our hybrid working policy, this year's survey will focus on culture and values, wellbeing at work, as well as recruitment and retention. The LGA approach is developed by the sector for the sector and the survey content, delivery and evaluation will improve the understanding of our employee experience at work.

The LGA has surveyed more than 40,000 local government employees over several years and we are excited to work in partnership with them to produce insightful intelligence on our workforce. Following the staff survey the next

step, and again in conjunction with the LGA, will be to conduct a Councillor survey, as we are equally committed to hearing from our democratically elected members of this Chamber.

As Head of Paid Services, I would now like to pay tribute to Deborah Ashman, who will soon be retiring after serving the residents of Spelthorne for the past 18 years. Originally appointed as joint Head of Housing, along with Karen Sinclair in April 2004, Deborah then took on responsibility for Independent Living in 2010 and became joint head for Group Community Wellbeing April 2016. In total, Deborah has completed nearly 43 years local government service having previously worked for Hounslow.

One of Deborah's key characteristics is that she can always be relied upon in a crisis - stepping up and providing leadership for colleagues to ensure we provide the response residents need. My most notable memory is of Deborah's fantastic support in September 2017, a mere two days after taking up my post, when we had to content with the emergency evacuation of 200 residents in relation to the Mets anti-terrorism operation linked to the Parsons Green bombing.

And again during Covid 19 – leading the setting up of Support 4 Spelthorne to provide vital support for our clinically extremely vulnerable residents during the first pandemic lockdown.

Colleagues will testify that Deborah has always been driven by a passion for improving lives of our residents. Deborah is particularly proud at the role she and Karen played in achieving the completion of The Whitehouse and Harper House, and as I recall referred to them with pride as being the pinnacle of her career.

Alas, Deborah now feels it is time to retire. There will be an opportunity for councillors and staff colleagues to say goodbye to Deborah on 10th May.

In the meantime, it leaves me to formally thank Deborah for her commitment, professionalism and dedication to this Council. Thank you for all you have done and achieved, and we wish you the very best in the future as a long-standing resident of the Borough”.

44/22 Questions from members of the public

The Mayor reported that, under Standing Order 13, one question had been received from a member of the public.

1. Question from Alan Doyle :

“The moratorium on development in Staines: how much has that cost Spelthorne Council?”

Response from Councillor L Nichols, Leader of the Council

“The direct impact of the moratorium was to delay the development of two Council owned sites – Thameside House and the Oast House. The moratorium was put in place by the Cabinet on 25 January 2021 and formally ended at the Corporate Policy and Resources Committee on 19 January 2022. The costs associated with the two properties during this period was £939,000, which is mainly related to the financing costs for each scheme.

This figure does not take into consideration the increase in building costs due to inflation in the construction sector and assumes that the only reason for the delay was the moratorium.”

45/22 Petitions

There were none.

46/22 Referral of a decision of the Development Sub-Committee on 5 April 2022

The Development Sub-Committee referred the following decision to Council, in accordance with Section 1.a) of the Council’s Referral Scheme:

- Oast House – review and viability assessment

Council discussed this item accordance with part 4.a) of the Council’s Constitution (Rules of Debate).

The Council received a presentation, on behalf of Surrey Heartlands Clinical Commissioning Group, from Jack Wagstaff and Dr Mohsin Salahuddin.

It was proposed by Councillor R Smith-Ainsley and seconded by Councillor L Nichols to:

1. Approve a mixed-use scheme for the Oast House site with revised maximum residential heights of 12+10+9 storeys on the two rear blocks. The remaining block heights are 4,3 and 2 storeys towards the site boundary where it adjoins existing residential properties.
2. Approve NHS Heartlands proposed community health and wellbeing centre provision as part of the above mixed-use development.
3. Delegates to the Deputy Chief Executive Officer and S151 Officer in consultation with the Chair of the Development Sub Committee authority to approve final terms and enter into a binding Collaboration Agreement with NHS Surrey Heartlands Healthcare. This is to facilitate the submission and determination of a planning application for a mixed use scheme comprising residential, healthcare and other uses including the restoration of a Listed building. Thereafter a Development Agreement will be required to facilitate the delivery of the health and wellbeing centre requiring both DSC and NHS approval.

Councillor J Vinson requested a recorded vote.

For: Councillors M Attewell, C Barnard, C Barrett, R Barrett, A Brar, S Buttar, J Button, R Chandler, J Doran, S Doran, R Dunn, S Dunn, T Fidler, N Gething, K Grant, H Harvey, I Harvey, T Lagden, V Leighton, A Mitchell, S Mooney, L Nichols, R Noble, O Rybinski, R Sider, R Smith-Ainsley and B Spoor – 27

Against: Councillors M Beecher, J Sexton and J Vinson - 3

Abstain: Councillors C Bateson, M Gibson, D Saliagopoulos and V Siva – 4

Council **resolved** to approve the motion.

47/22 Referral of decisions of the Community Wellbeing and Housing Committee on 29 March 2022

The councillors who had made the referrals to Council had withdrawn them.

48/22 Leisure Centre Operator Procurement

This item was withdrawn from the agenda for this meeting.

49/22 Review of Committee System and changes to the Constitution

Council considered the proposed changes to the Council's Constitution arising from the interim review of the Committee System and following consideration of responses to an all member survey.

It was proposed by Councillor S Dunn and seconded by Councillor I Harvey that Council:

1. Approve a revised Call-in procedure
2. Approve the Membership of the Development Sub-Committee
3. Approve the proposed changes to Terms of Reference of Committees
4. Approve other proposed changes to Parts 3d, 4a and 4d of the Constitution

Council **resolved** to approve the revised Call-in procedure.

Council **resolved** to approve the inclusion of an urgency provision.

Council resolved to adjourn the meeting to 19:00 04 May 2022 to consider the remaining items on the agenda.

04 May 2022 continuation meeting -

Apologies were received from Councillors M Attewell, I Beardsmore, J Boughtflower, J Doran, A Harman, H Harvey, N Islam, V Leighton, A Mitchell, S Mooney, R Noble and V Siva.

2. Council **resolved** to increase the membership of the Development Sub-Committee to 11 members.
3. Council **resolved** to retain the current requirement for nominations from the Corporate Policy and Resources Committee, and the Environment and Sustainability Committee.
4. Council **resolved** to approve the changes to the committee terms of reference, subject to the following amendment, as proposed by Councillor L Nichols and seconded by Councillor J Sexton.

Terms of Reference for the Development Sub-Committee be amended to reflect the change in the number of members from 7 to 11.

Councillor N Gething arrived at the meeting

5. It was proposed by Councillor L Nichols and seconded by Councillor J Sexton that the following amendments be made to Standing Orders 13.2, 13.4, 13.5 and 13.7:

13.2 – Order of Questions

To include “if more than two questions are submitted by the same person, the third and subsequent questions shall be moved to the end of the agenda item”.

13.4 (a) – Length of Questions

To include “The question may be accompanied by a statement of context which must not exceed 250 words and must be clearly separated from the text of the question. The statement of context and the question will be included in the agenda of the meeting”.

13.5 – Number of Questions

To include “A member of the public may not submit more than 4 questions for any Council meeting”.

13.7 – Record of Questions

To include “Questions (and statements of context), including those dealt with under Standing Order 13.4(c), and the answers given will be recorded in the minutes of the meeting.

Council **resolved** to approve the amendments to the Standing Orders proposed by Councillor L Nichols.

Council **resolved** to approve the proposed changes to Parts 3d, 4a and 4d of the Constitution.

50/22 Calendar of Meetings 2022-2023

It was proposed by Councillor L Nichols and seconded by Councillor J Sexton and **resolved** to agree the proposed schedule of Council and committee meetings for the period from May 2022 to July 2023.

51/22 Refurbishment of Ground Floor Offices and Reception at 3 Roundwood Avenue

This item was withdrawn from the agenda.

52/22 Money Laundering Policy

Council considered the Anti-Money Laundering Policy, as recommended by the Audit Committee on 24 March 2022 and **resolved** to approve the revised Anti-Money Laundering Policy.

53/22 Member Mental Health Champion

Council considered a report that sought to identify a councillor who would take on the role of Member Champion for Mental Health.

It was proposed by Councillor S Doran and seconded by Councillor I Harvey and **resolved** to appointment Councillor S Doran as Member Champion for Mental Health.

54/22 Report from the Leader of the Council

The Leader of the Council, Councillor L. Nichols, presented the report of the Corporate Policy and Resources Committees held on 14 March 2022 and 20 April 2022, which outlined the matters the Committee had decided since the last Council meeting.

55/22 Report from the Chair of the Administrative Committee

Councillor D Saliagopoulos, member of the Administrative Committee, presented the report of the Administrative Committee held on 21 April 2022 which outlined the matters the Committee had decided since the last Council meeting.

56/22 Report from the Chair of the Audit Committee

The Vice Chairman of the Audit Committee, Councillor T Fidler, presented his report of the Audit Committee held 24 March 2022 which outlined the matters the Committee had decided since the last Council meeting.

57/22 Report from the Chair of the Community Wellbeing and Housing Committee

The Chairman of the Community Housing and Wellbeing Committee, Councillor S Dunn, presented the report of the Community Housing and Wellbeing Committee held on 29 March 2022 which outlined the matters the Committee had decided since the last Council meeting.

58/22 Report from the Chair of the Economic Development Committee

The Chairman of the Economic Development Committee, Councillor C. Barnard, presented the report of the Economic Development Committee held on 22 March 2022 which outlined the matters the Committee had decided since the last Council meeting.

59/22 Report from the Chair of the Environment and Sustainability Committee

The Vice-Chairman of the Environment and Sustainability Committee, Councillor O Rybinski, presented the report of the Environment and Sustainability Committees held on 08 March 2022 and 26 April 2022, which outlined the matters the Committee had decided since the last Council meeting.

60/22 Report from the Chair of the Neighbourhood Services Committee

The Chairman of the Neighbourhood Services Committee, Councillor A. Brar, presented the report of the Neighbourhood Services Committee held on 03 March 2022 which outlined the matters the Committee had decided since the last Council meeting.

61/22 Report from the Chair of the Licensing Committee

The Chairman of the Licensing Committee, Councillor R.W. Sider BEM, presented his report of the decision made at the Licensing Sub-Committee held on 04 April 2022.

62/22 Report from the Chair of the Planning Committee

The Vice Chairman of the Planning Committee, Councillor R Smith-Ainsley, presented his report which outlined the matters the Planning Committee had decided on at the meetings held on 02 March 2022, 30 March 2022 and 27 April 2022.

63/22 Report from the Chair of the Standards Committee

The Chairman of the Standards Committee, Mr. Ian Winter, presented his report which outlined the matters the Committee had decided at their meeting held on 16 March 2022.

64/22 Motions

There were no motions to be considered at this meeting.

65/22 General questions

There were no general questions received for this meeting.

MINUTES OF THE SPELTHORNE BOROUGH COUNCIL

Minutes of the Council Meeting of Spelthorne Borough Council held in the Council Chamber, Council Offices, Knowle Green, Staines-upon-Thames on Thursday, 19 May 2022 at 7.00 pm

Present:

Councillors:

Councillor I.T.E. Harvey, The Mayor, in the Chair

S.M. Doran	R. Chandler	A.J. Mitchell
M.M. Attewell	J.T.F. Doran	S.C. Mooney
C.F. Barnard	R.D. Dunn	L. E. Nichols
C.L. Barratt	S.A. Dunn	O. Rybinski
R.O. Barratt	N.J. Gething	D. Saliagopoulos
C. Bateson	M. Gibson	J.R. Sexton
I.J. Beardsmore	K.M. Grant	R.W. Sider BEM
M. Beecher	H. Harvey	R.A. Smith-Ainsley
J.R. Boughtflower	N. Islam	B.B. Spoor
S. Buttar	T. Lagden	J. Vinson
J. Button	V.J. Leighton	

Apologies: Apologies were received from Councillors A. Brar, T. Fidler, A.C. Harman, R.J. Noble and V. Siva

66/22 Disclosures of Interest

There were no disclosures of interest.

67/22 Draft Local Plan and Staines Development Framework for consultation

It was proposed by Councillor I. Beardsmore and seconded by Councillor O. Rybinski and **resolved** that the Council:

1. Agree the Pre-Submission Publication Version of the Local Plan to be published for public consultation under Regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended)
2. Agree the draft Staines Development Framework for public consultation

3. Agree that public consultation for both the Pre-Submission Publication version of the Local Plan and draft Staines Development Framework run from 15 June 2022 to 5 September 2022
4. Agree that the Local Plan Task Group and the Staines Development Task Group consider the specific requirements around the most appropriate public consultation mechanisms
5. Authorise the Strategic Planning Manager to make minor changes and corrections to the documents prior to publication, in consultation with the Chair and Vice Chair of Environment and Sustainability Committee

A recorded vote was requested.

OPTION	COUNCILLORS
For (25)	I. Harvey, S. Doran, M. Attewell, C. Barnard, C. Barratt, R. Barratt, I. Beardsmore, J. Boughtflower, S. Buttar, J. Button, R. Chandler, J. Doran, R. Dunn, S. Dunn, N. Gething, H. Harvey, N. Islam, V. Leighton, A. Mitchell, S. Mooney, L. Nichols, O. Rybinski, R. Sider BEM, R. Smith-Ainsley, B. Spoor
Against (8)	C. Bateson, M. Beecher, M. Gibson, K. Grant, T. Lagden, D. Saliagopoulos, J. Sexton, J. Vinson
Abstain (0)	

68/22 Proposed Refurbishment of 3 Roundwood Avenue, Stockley Park

It was proposed by Councillor A. Mitchell, seconded by Councillor C. Barnard and **resolved** that the public and press be excluded during consideration of this item in accordance paragraph 3 of Schedule 12A of the Local Government Act 1972 (as amended) because it was likely to disclose information relating to the financial or business affairs of any particular person (including the authority holding that information) and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information because, disclosure to the public would prejudice the financial position of the authority in any lease, contract or other type of negotiation with the tenant or developer, who could then know the position of the Council.

It was proposed by Councillor R. Smith-Ainsley, seconded by Councillor L. Nichols and **resolved** to:

1. Approve a budget as detailed in the exempt report including professional fees but excluding VAT for the refurbishment project, and the tendering of the contract in accordance with Contract Standing Orders.

2. Delegate authority to the Chief Executive, following consultation with the Chair of the Corporate Policy and Resources Committee and the Chair of the Development Sub-Committee, to appoint a contractor following a competitive tender exercise and evaluation/recommendation from the Assets team.

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