



**Spelthorne
Borough Council**

Council Meeting
Thursday, 18 October 2018



10 October 2018

Please reply to:

Contact: Gill Scott

Direct line: 01784 444243

E-mail: g.scott@spelthorne.gov.uk

To the Councillors of Spelthorne Borough Council

I hereby summon you to attend a meeting of the Council to be held in the **Council Chamber, Council Offices, Knowle Green, Staines-upon-Thames** on **Thursday, 18 October 2018** commencing at **7.30 pm** for the transaction of the following business.

A handwritten signature in black ink, appearing to read 'Daniel Mouawad', is written over a light blue horizontal line.

Daniel Mouawad
Chief Executive

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

For those Councillors wishing to participate, prayers will be said in the Leader's office starting at 7pm.

AGENDA

Description	Page nos.
<p>1. Presentations</p> <p>Presentation 1: “Diana Award” To receive a presentation from Sergeant Amy Lee of the Army Cadet Force.</p> <p>Presentation 2: “Green Flag and In Bloom” Awards A presentation to Neighbourhood Services Staff in recognition of their continued hard work and dedication which has resulted in the Borough being awarded both the “Green Flag” and “In Bloom” awards in the past year.</p>	
<p>2. Apologies for absence To receive any apologies for non-attendance.</p>	
<p>3. Minutes To confirm as a correct record the minutes of the Council meeting held on 19 July 2018.</p>	7 - 22
<p>4. Disclosures of Interest To receive any disclosures of interest from Councillors in accordance with the Council’s Code of Conduct for Members.</p>	
<p>5. Announcements from the Mayor To receive any announcements from the Mayor.</p>	
<p>6. Announcements from the Leader To receive any announcements from the Leader.</p>	
<p>7. Announcements from the Chief Executive To receive any announcements from the Chief Executive.</p>	
<p>8. Questions from members of the public The Leader, or his nominee, to answer any questions raised by members of the public in accordance with Standing Order 14.</p>	

Note: the deadline for questions to be considered at this meeting is 12 noon on Thursday 11 October 2018.

Three questions have been received to date.

The first is from Mr. Gerald Gravett of Staines-upon-Thames.

Question 1.

“Legislation in the EU and UK requires that all livestock are stunned before slaughter. However European law does have an exemption, which the UK implements, for animals that are slaughtered for food intended for the consumption of Jewish and Muslim communities. Some of these communities allow stunning before slaughter, others do not. In circumstances where stunning is not permitted, this is known as ‘non-stun slaughter.’

Does the council purchase, supply or serve through any of its departments, subsidiary organisations or sub-contractors any meat or meat derived products where the method of non-stun slaughter has been used, for consumption by any persons other than the religious groups referred to above?”

The second question is from Mr. Andrew McLuskey of Stanwell.

Question 2.

“Successive authoritative reports (including from the Department of Transport) have indicated that IF airport expansion is required it should be at Gatwick rather than Heathrow.

Why, therefore, in their recent press release, does the Council seem to be conceding Heathrow’s wish for its 3rd runway project to go ahead?”

The third question is from Mr. Mike Jones on behalf of Staines Bowling Club.

Question 3.

“In the light of the councils statement in August that it will no longer develop on Staines Park or the Bowls Club grounds, will the council now categorically confirm that they will NOT be issuing a lease termination notice in April 2019 and that Staines Bowling Club can stay on the site for the remainder of their lease.”

9. Petitions

To receive any petitions from members of the public.

10. Recommendations of the Cabinet

To consider the recommendations of the Cabinet from its meeting on 26 September 2018 relating to:

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- a) The White House Hostel Design Team Fees - Key Decision
- b) Redevelopment of Harper House - Key Decision

- 11. Report from the Leader of the Council**
To receive the report from the Leader of the Council on the work of the Cabinet at its meeting on 26 September 2018. 25 - 28
- 12. Report from the Chairman of the Audit Committee**
To receive the report from the Chairman of the Audit Committee on the work of her Committee. 29 - 30
- 13. Report from the Chairman of the Overview and Scrutiny Committee**
To receive the report from the Chairman of the Overview and Scrutiny Committee on the work of her Committee. 31 - 32
- 14. Report from the Chairman of the Planning Committee**
To receive the report from the Chairman of the Planning Committee on the work of his Committee. 33 - 34
- 15. Motions**
To receive any motions from Councillors in accordance with Standing Order 19.
- Note: The deadline for motions to be considered at this meeting was Monday 8 October 2018 and none were received.*
- 16. Questions on Ward Issues**
The Leader, or his nominee, to answer questions from Councillors on issues in their Wards, in accordance with Standing Order 15.
- Note: the deadline for questions to be considered at this meeting is 12 noon on Thursday 11 October 2018.*
- 17. General questions**
The Leader, or his nominee, to answer questions from Councillors on matters affecting the Borough, in accordance with Standing Order 15.
- Note: the deadline for questions to be considered at this meeting is 12 noon on Thursday 11 October 2018.*
- 18. Appointment of a representative to the Surrey Police and Crime Panel**
To appoint a councillor representative to serve on the Surrey Police and Crime Panel until May 2019.

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 July 2018 at 7.30 pm

Present:

Councillors:

M.M. Attewell	A.E. Friday	O. Rybinski
C. Barnard	N.J. Gething	A. Sapunovas
I.J. Beardsmore	A.C. Harman (Deputy Leader)	R.W. Sider BEM
J.R. Boughtflower	I.T.E. Harvey (Leader)	R.A. Smith-Ainsley
S. Capes	N. Islam	B.B. Spoor
S.M. Doran	A.T. Jones	H.A. Thomson
S.A. Dunn	J.G. Kavanagh	H.R.D. Williams
P.C. Edgington	V.J. Leighton	
Q.R. Edgington	M.J. Madams (Deputy Mayor)	

Councillor J.M. Pinkerton OBE, The Mayor, in the Chair

Apologies: Apologies were received from Councillors R.O. Barratt, R. Chandler, C.A. Davis, T.J.M. Evans, K. Flurry, M.P.C. Francis, A.J. Mitchell, S.C. Mooney, D. Patel, D. Saliagopoulos and J.R. Sexton

167/18 Minutes

The minutes of the Council meeting held on 17 May 2018 were agreed as a correct record.

168/18 Disclosures of Interest

There were no disclosures of interest.

169/18 Announcements from the Mayor

The Mayor announced her upcoming engagements:

Thursday 26th July, Buffet quiz at Staines Football Club
Tuesday 4th September, Buffet and Garden quiz at Notcutts
Friday 7th September, Murder Mystery meal at Stanwell Hotel
Sunday 23rd September, Quiz night at The Bells, Staines
Saturday 29th September, Masonic Race and quiz night, Staines and
Saturday 13th October, Jazz Night at St Peter's Church Hall

170/18 Announcements from the Leader

The Leader made the following announcements:

“Despite us being on the cusp of the summer break, we are continuing to work hard for our residents and there continues to be much going on in Spelthorne.

Firstly, following Parliament’s approval for a third runway at Heathrow, Cabinet Member Cllr John Boughtflower will be heading up a working group to look in detail at Heathrow’s proposals as they develop. For example, we are strongly opposing a proposal to site up to 25,000 parking spaces, with taxi feeds, car rentals and an HGV lorry park in the Borough. Residents, especially in Stanwell and Stanwell Moor are understandably very concerned and I would like to reassure them that we are, and will continue to do all we can to mitigate this. Indeed, this week we have issued a press release, I have been interviewed on BBC Surrey and we have had frank conversations with Heathrow senior staff to make clear our and residents concerns about this.

Whilst we remain convinced of the overall beneficial impact of a world leading Heathrow Airport we will continue to do all we can to ensure that airport related development is proportionate and brings positive benefits to residents, we are and continue to be very mindful of negative impacts and will not pause in our efforts to seek the best for our residents and remain committed to our recently announced “10 point demands”.

Following the Leisure Centre Members Briefing on 9th May, where many Members attended, and gave unanimous support for the initial proposals and for us to commence initial public consultation, the first stage of consultation on our proposals for a new Spelthorne Leisure Centre commenced on 22nd June and ends on Monday 23 July. We have been very encouraged by the level of response we have received, with over 1000 questionnaires returned so far.

We are of course aware of some local concerns and I wish to make it clear that NOTHING has been decided, despite some rather outlandish and in some cases downright dishonest rumours being put about. Our aim has always been to provide the best possible leisure facilities for the borough’s residents, from the youngest to the more mature. I am mindful that last year we had 578,000 visits, which if one assumes an average of once a month (some visit several times a week), amounts to over 48,000 different people visiting, that’s half of all Spelthorne residents.

The fact is that the existing leisure centre is very close to the end of its life, and rather like an old car, there comes a point when further investment in it is not viable or prudent. We expect to reach that point in about 2 years. If we do not take action shortly then we will be left with only the Sunbury Leisure Centre available for public use.

We remain open to comments on all aspects of the proposals, including the mix of facilities and location. In view of the level of interest, it will take some time to analyse the feedback we have received but we will ensure that we

give due consideration to all responses before deciding on our next steps. A second consultation is scheduled for the autumn.

Members will be aware that Shepperton Studios are developing plans to significantly increase their investment in and commitment to the Borough, which if effected are likely to bring significant employment, skills and training and economic benefits to the Borough. Members had a briefing on this on Monday and Shepperton are also seeking to engage widely with local residents.

A celebration event has been held to mark the completion of the £50m Stanwell New Start regeneration project which delivered new 326 properties. Over half the new homes were affordable, exceeding the Borough's policy requirements of minimum 50% affordable, and every property incorporated off-street parking and solar technologies.

Planning officers are analysing the responses to the recent Issues and Options consultation for the new Local Plan, which ended on 25 June. The Council will be now developing 'preferred options' using feedback from the consultation, before holding two more consultation stages. The plan will then be submitted to the Secretary of State who will confirm if it can be recommended for adoption. We expect this process to be completed by September 2020.

Congratulations to the Swan Sanctuary and the Spelthorne Natural History Society for both being awarded the Queen's Award for Voluntary Service, the highest honour for volunteer groups across the UK. Both organisations do tremendous work here in the Borough and I'm very pleased they have been recognised in this way.

We are all aware of the Traveller incursions once again over the last few weeks, and indeed as we speak. As we have progressively hardened our parks they have become more proactive in their means of gaining entry, including cutting locks, removing bollards and other defences. I would firstly like to thank Jackie Taylor and her JET team, as well as our legal officers for their unstinting efforts. Surrey Leaders are actively discussing how we can alleviate this County wide issue and one option is the development of a Transit Camp within Surrey. There will be a special meeting of Surrey Leaders and Chief Executives in September to explore this further. We also recently submitted our response to a Ministry of Housing, Communities and Local Government consultation on unauthorised encampments.

In the meantime, Spelthorne Means Business and we remain committed to protecting our assets from unauthorised encampments.

I would like to congratulate Team Spelthorne for finishing third in the Specsavers Surrey Youth Games in Guildford on 23 and 24 June. Over 300 local children aged between 7 and 16 received up to seven weeks of free coaching across 12 different sports in the lead up to the event, with 161

children going on to represent Team Spelthorne at the Games. Thank you to our sponsors Everyone Active, Shepperton Studios and the Jockey Club and all the clubs, coaches and volunteers for their fantastic support.

Finally, I would like to thank the Council's Independent Living team who have been delivering bottles of water to Meals on Wheels clients to ensure they are staying well hydrated during the recent heatwave.

Thank you, Madam Mayor, and may I wish all Members, Officers and residents a happy summer holiday."

171/18 Announcements from the Chief Executive

The Chief Executive made the following announcement:

"I would like to express my personal gratitude to our JET and Legal Teams and to let them know that we really appreciate the effort they have all put into dealing with the high level of unauthorised encampments we have experienced over the last few weeks. Managing and meeting the operational and administrative deadlines for these encampments have been challenging, to say the least.

I know the Teams have been putting in a lot of extra time, above and beyond the call of duty, and this has truly helped to ensure that we meet our communities expectations in a timely fashion. This hard work has resulted in a successful conclusion to these encampments time and time again. They are all doing a great job contributing talent and skills for the good of Spelthorne."

172/18 Questions from members of the public

The Mayor reported that, under Standing Order 14, two questions had been received from Mrs Caroline Nicholls.

Question 1:

"I walk regularly along the narrow 'green lung' in Lower Sunbury that links Harfield Road at the Kempton end of the route to Squires Garden Centre in Halliford. Plastic waste of all shapes and sizes is strewn along the entire length; it is particularly troubling to see the quantity of plastic trapped in the hedgerows around Sivyers Lake and Vicarage Farm. It is also worrying to witness tiny pieces of plastic material dropping into the drains around the local roads – presumably to end up in the Thames and the North Sea.

The problem of plastic waste in the environment is now so serious that UK citizens are reacting to the disturbing ocean scenes in David Attenborough's Blue Planet 2 series on BBC 1 which reportedly reached 37m viewers.

Is it now time for the Council to engage with its residents and co-ordinate a mass participation clean-up programme in the Borough?

How is the Council responding to the initiatives in the BBC's national Plastics Watch campaign?"

Response from the Leader, Councillor I.T.E. Harvey:

“Neighbourhood Services officers have already engaged in a number of community and staff litter picks in response to this campaign. In addition to this the Surrey waste partnership, of which we are a member is sponsoring a cross-authority task group aiming to reduce the use of single-use plastics. It is envisaged that this task group will enable sharing of best practice regarding plastic reduction on authorities’ estates, as well as come up with a way forward on how best to engage with residents and other stakeholders.”

Question 2:

“It is being mooted that Surrey’s Adult Education Centre in Sunbury, the last of its type in the Borough, will be sacrificed in the bid to meet housing targets. What is Spelthorne Borough Council’s position on this proposal? Is Spelthorne Council aware that the centre provides an essential function as a source of relaxation, wellbeing and self-improvement for different social groups, including the increasing number of carers who are looking after young, disabled or elderly relatives for whom engagement in classes represents a valuable respite activity? What does Spelthorne Council see as its role in respect to users of the centre and will it be lobbying on their behalf for the centre’s retention?”

Response from the Portfolio Holder for Community Wellbeing, Councillor M. Attewell:

“Thank you for your question Mrs Nichols. The site at Sunbury Adult Education Centre is included in the Council’s Strategic Land Availability Assessment (SLAA). This is the document that identifies land in the urban area that could be developed for housing, employment or other uses. Surrey County Council identified this site, together with many other SCC sites in the borough, as part of their service review, and it was put forward to the Strategic Planning team at the Council as ‘developable in the next 6-10 years’. However, the SLAA makes it clear that the site is only developable on the basis that the existing use is re-provided, either on-site as a mixed use scheme, or elsewhere nearby, as the loss of a social/community use would be contrary to planning policy. It should also be noted that the SLAA does not allocate sites for development nor does it grant planning permission. It is simply an evidence base of land availability that will be used to inform the preparation of our new Local Plan.

As a former Surrey County Councillor as well as a Spelthorne Borough Councillor, Mrs Nichols will understand that Spelthorne Borough Council has very little control over the use of this site, as well as understanding the difficult financial pressures imposed upon Surrey County Council by re-distribution of Local Government funding via the so-called ‘Fairer Funding’ formula.”

173/18 Petitions

There were none.

174/18 Appointment of Electoral Registration Officer and Returning Officer functions

The Council considered a report on the appointment of Electoral Registration Officer and Returning Officer functions. The appointment was recommended to ensure that the Council has an officer in place to undertake these functions.

Resolved to appoint Daniel Mouawad, Chief Executive, as Electoral Registration Officer and Returning Officer from 8 September 2018.

175/18 Spelthorne Pay Supplement

The Council considered the recommendation of Cabinet from its meeting held on 20 June 2018 on the award of a Spelthorne Pay Supplement for 2018-19. The report proposed an additional pay award of 0.5% to all scale points with effect from 1 April 2018, in addition to the National Pay Award, to help attract and retain staff.

Resolved:

1. that the pay supplement of 0.5% is awarded to all posts on NJC terms and condition; and
2. a pay award of 2.5% is awarded to posts on Chief Officer and Chief Executive terms and conditions, to be inclusive of any national pay award still to be agreed.

176/18 Thameside House Construction Budget approval

Council considered the recommendation made by Cabinet at its meeting held on 20 June 2018 relating to the budget for the design phase of the redevelopment of Thameside House.

Resolved to approve the capital expenditure budget of £3.75m for the design phase of the project for the redevelopment of Thameside House for 2018/19 - 2019/20.

177/18 Supplementary Capital Programme Provision for Asset Acquisitions

The Council considered the recommendation from Cabinet at its meeting held on 18 July 2018 on approval of a supplementary capital estimate for property acquisitions within the borough.

Resolved to:

1. approve the supplementary capital estimate for property acquisitions within the Borough of £594.859m for 2018/19 to facilitate generating sufficient income to enable the Council to progress its housing and regeneration projects across the Borough;

2. agree the revised set of prudential indicators which include increasing the operational boundary by £588m and authorised limit for external debt by £586m (Appendix 1) to £1,500m for Operational Boundary and £1,520m for Authorised Limit for 2018/19;
3. agree the interim policy on Borrowing in Advance of Need described in paragraphs 4.7 to 4.12 of this report for all investments undertaken from 19 July 2018 until Council agrees its new Investment Strategy; and
4. reconfirm the Council's Minimum Revenue Provision policy to ensure prudent provision is made to cover repayment of loans.

178/18 Proposal for future terms and conditions

The Council considered the recommendation from Cabinet at its meeting held on 18 July 2018, to take steps to move to local arrangements for agreeing future pay and local terms and conditions for all Council employees.

Resolved to:

1. agree that the Council takes steps to move to local arrangements for agreeing future pay awards for all employees;
2. agree that the Council takes steps to move to local terms and conditions for all employees;
3. agree formal proposals for consultation with UNISON and employees;
4. agree a timetable and process for implementing the move to local pay and conditions from April 2019;
5. delegate to the Chief Executive (in consultation with the Leader) authorisation to formally conclude a Collective Agreement with UNISON on local pay awards and local terms and conditions; and
6. delegate to the Chief Executive authorisation to consult directly with staff on local pay awards and local terms and conditions if a Collective Agreement with UNISON cannot be reached by 31 August 2018. This may run in parallel with any continuing consultation with UNISON to finalise the terms of any Collective Agreement.

179/18 Members' Allowances Scheme 2018-2019

The Council considered the recommendation from Cabinet on the Members Allowances Scheme for 2018/19.

The Leader, Councillor I.T.E. Harvey made the following statement:

"I am extremely grateful to the Independent Review Panel for their report into Members Allowances for the year 2018/19. The Panel have clearly discharged their duties with seriousness and independence of mind as

required by the law. They have looked more closely at allowances and their calculations in this their second report, as they advised in their first. I was pleased to be asked to provide evidence to the Panel.

We have received their detailed report and considered their evidence, recommendations and conclusions. I would also note the input and support which our officers have given the Panel so that it is in a position to produce its report, and here I would note the support of Mrs Gill Scott our Principal Committee Manager.

There is one element of the report which I would seek to highlight. The IRP concludes that whilst the councillors' basic allowance should rise in accordance with the staff pay increase, the special allowances should not. The reason expressed by the Panel is that they conclude that those special allowances compare well with other councils and it is not therefore necessary. They are of course entitled to come to that view and the Council has taken it into account.

The Council is however focussed on having a clear and simple pay policy in order to embed a "one team" approach between officers and members. A few years ago the councillors allowances had to play "catch up" because they were seriously left behind in the recession. This was the conclusion of both the Council and the IRP. Understandably, this catching up exercise did not sit well with staff who had low pay increases during the recession and zero percent increases of their own to contend with.

This is part of the reason why, having established a suitable baseline for allowances, the Council is keen to ensure that there is parity in the awards for both councillors and officers alike. That point has been considered by the Panel but they were not sufficiently persuaded by it, and advised a freeze on special allowances.

Since the Panel concluded its work, the Council has determined that it should move to a Local Pay arrangement. Consultation on this proposal is about to begin and the Council is hopeful of coming to a collective agreement with the Trade Union. It is however a sensitive matter and one not to be taken lightly. Part of the reasoning for our Local Pay approach is to have the flexibility to pay more where we need to, and where we can afford to, because staff pay has fallen in some professions to a level which makes the Council uncompetitive. This in turn makes it difficult for the Council to deliver statutory services to the people of this Borough.

We therefore wish to send a strong message to staff that councillors do not view themselves as a special case and wish to take the same annual increases as can be afforded for staff. I therefore think there is a stronger than ever case to keep staff and councillors increases aligned at this time to emphasise that councillors will be brought into the same arrangements as are being proposed for staff.

Next year, I will reiterate my request to the IRP to consider a longer term indexing arrangement for councillors' allowances to be pegged at the same percentage increase as staff. I do not believe that such an arrangement will fetter the ability of the Panel to review the allowances when they need to and ensure that they are appropriate. I believe that this will lead to a simpler and more equitable outcome for all concerned.

I therefore move that the recommendations set out at paragraph 3.2 on page 4 of the supplementary Council agenda be approved."

Resolved:

1. that the report of the IRP be received and the Panel thanked for its work;
2. that the recommendations of the Panel be accepted with the exception of increases to Special Responsibility Allowances. These should increase by the same amount as the Basic Allowance, which is by reference to the staff pay award for 2018/19; and
3. that the reasons for this decision be respectfully communicated to the Panel for its information.

180/18 White House construction advisors and design team

The Council considered the recommendation from Cabinet at its meeting held on 18 July 2018 on approval of capital expenditure for a design team for the redevelopment of the White House site for 2018/19 and 2019/20.

Resolved to approve the budget for the design phase of the project for the creation of a target of 28 affordable units on part of the White House site.

181/18 Acquisition of Property 'O'

The Council considered a recommendation from Cabinet at its meeting held on 18 July 2018 on approval of the budget for the development of the site known as 'Property 'O'.

In order that members could discuss this matter which was an exempt report at Cabinet containing confidential information, it was agreed to defer discussion on the matter to be taken in a Part 2 session at the end of the meeting.

Resolved to defer consideration of the matter to the end of the agenda in Part 2 session.

182/18 Report from the Leader of the Council

The Leader of the Council, Councillor I.T.E. Harvey, presented the reports of the Cabinet meetings held on 20 June 2018 and 18 July 2018, which outlined the matters the Cabinet had decided since the last Council meeting.

183/18 Report from the Chairman of the Overview and Scrutiny Committee

In the absence of the Chairman of the Overview and Scrutiny Committee, Councillor S.C. Mooney, the Vice-Chairman, Councillor J. G. Kavanagh, presented the Chairman's report which outlined the matters the Committee had considered since the last Council meeting.

184/18 Report from the Chairman of the Planning Committee

The Chairman of the Planning Committee, Councillor R.A. Smith-Ainsley, presented his report which outlined the matters the Committee had decided since the last Council meeting.

185/18 Motions

There were no motions.

186/18 Questions on Ward Issues

The Mayor reported that one Ward Issue question had been received, in accordance with Standing Order 15.

Question from Councillor R.W. Sider BEM:

"Shepperton Town Ward have once more suffered what can only be described as an unwanted encampment of Travellers at the Greeno Centre Recreation Ground, Manor Park and Lower Halliford Green. In the light of this, the local community have suffered not only a high degree of anguish and fear, but instances of wanton vandalism, theft, and a total disregard of council property. In leaving these areas, the council have since been engaged with removing large amounts of general rubbish and litter, disinfecting areas where bushes had been used as toilets, and arranging for repairs to council property to prevent further access. That said, will the Leader and members of all parties of this council note that in 2017 the cost of dealing with matters such as I have described was in the sum of £50,665, and will they now join me in condemning these intrusions on our community, and congratulate the Head of Neighbourhood Services and her team, and those involved with the administration and legal aspects of removing these incumbents for a job well done, for which those I represent are extremely grateful, and for which such duties were often carried out under duress."

Response from the Leader of the Council, Councillor I.T.E. Harvey:

"Thank you Cllr Sider and Cllr Smith-Ainsley for your questions. I will take this opportunity to thank all staff involved in the removal of the recent spate of unlawful encampments that have affected our communities across the borough over the last few weeks.

Officers have recently submitted a response to a Government consultation titled "powers for dealing with unauthorised encampments". In the response

we have asked for stronger powers and more guidance from the government on the use of existing powers available to us.

Words may not communicate our sense of gratitude to those staff who went above and beyond their duty to secure a successful end to these intrusions on our public open spaces. I am sure however that I can speak for all members when I say that we value the commitment of the various Spelthorne teams involved."

187/18 General questions

The Mayor reported that four general questions had been received, in accordance with Standing Order 15, from Councillors S. Dunn, A.E. Friday, R.A. Smith-Ainsley and I.J. Beardsmore.

1. Question from Councillor Sandra Dunn:

"The Spelthorne Borough signs proudly proclaim that Spelthorne is twinned with Melun. The council website states that Spelthorne wishes to develop closer links with Melun. What steps are currently being taken to achieve this aim and which schools, clubs & associations, in the borough, are already twinned with corresponding ones in Melun."

Response from the Leader of the Council, Councillor Ian Harvey:

"Thank you for your question Councillor Dunn.

We are very proud of our links with Melun and Grand Port. As a Council we always aim to involve them at appropriate points in the calendar where they can participate in our civic life and we can participate in theirs. For instance, the Mayor goes to Melun annually for the Confreries des Chevaliers du Brie de Melun ceremony.

In May this year, we entertained 34 visitors, both adults and children, from Melun. They met at the council offices and had a fish and chip lunch, followed by a talk from the Mayor and a tour of the building. We then arranged for them to have a personal tour of Kempton Park Racecourse for the rest of the day.

Not surprisingly with the distances involved, we have seen more of our French twins over the years than our Mauritian ones, but even there we have a good news story as we recently hosted Shyam Teeluck, Chief Executive and Nirmal Domah, Chairperson from Grand Port Council. They were in London on their way back from a conference in Canada. They came to meet Daniel, Madam Mayor and myself, and we had an opportunity to brief them on local issues in Spelthorne and in turn we heard from them about developments in Mauritius. They also came last year for a symposium which covered a number of different service areas. That was a very useful exchange of ideas and learning.

As regards exchanges outside of the Council, I am sad to say that it appears that none of our schools are currently active in exchange programmes. This is something which we would like to improve. It is something which I know is dear to the heart of the Mayor and that it has been raised with her by Chrystelle Marosz from Melun when she attended for our most recent Mayor's Ball. Hopefully something will come of this.

There used to be a Friends of Melun active in the community. In order to answer your question officers have made enquiries with former councillors and schools about current activity through the Friends. Unfortunately, it does not look to be as active as it could be.

Like all twinings, activity often ebbs and flows depending on the people involved.

I would urge all Councillors who wish to become more involved to volunteer to do so.

If there is an enthusiasm amongst councillors to help out then I would be willing to consider how the Council could respond and support this."

In accordance with Council Standing Order 15.2, Councillor S.A. Dunn asked the following supplementary question:

"Could you tell me who in the council is responsible for developing Twinning and to whom any further enquiries should be addressed?"

The Leader, Councillor I.T.E. Harvey, responded as follows:

"I believe enquiries should be sent to the Mayor's secretary initially, Sheila Kimpton."

2. Question from Councillor Alfred Friday:

"As a member of the Members Development Steering Group it has been disappointing to note the lack of interest shown by some members of this Council to the training seminars offered to them. Does the Leader agree with me that it is important for councillors to attend the training courses provided in order that they can effectively serve the people they represent?"

Response from the Leader of the Council, Councillor Ian Harvey:

"Thank you for your question Councillor Friday. I do agree, and very much encourage all members to take part in all training and briefing sessions that are made available to them in order to best serve our residents."

In accordance with Council Standing Order 15.2, Councillor A.E. Friday asked the following supplementary question:

“I would like to thank the Leader for that reply and can I also ask him to urge all members to complete and return to Committee Services the Members Development Survey that they were recently sent, so that we can know what sort of training it is that Members would actually like to have.”

The Leader, Councillor I.T.E. Harvey, responded as follows:

“Thank you Councillor Friday. Members, please return the forms as soon as possible to Committee Services. I would like to reiterate what Councillor Friday said, we try and arrange training sessions for members in order to help them discharge their responsibilities to our residents, so I urge you to take advantage of all possible training sessions.”

3. Question from Councillor Richard Smith-Ainsley:

“Those in the Chamber will recall that the borough was recently subjected to a large unlawful encampment of Travellers. Their encampments caused significant harm to several parks including Ashford Recreation Ground, Manor Park, Greenfield Park, Littleton recreation ground, Lower Halliford Green, Cedars Recreation Ground and Shepperton Recreation Ground. Jackie Taylor and her JET team worked tirelessly to try to protect our parks, successfully blocking off entrances to Laleham Park. The conditions they worked in were very difficult and often intimidating, sometimes without assistance from other public bodies.

Would the Leader agree with me that the work of these officers is another example of ‘Spelthorne Means Business’ and the whole team deserve the appreciation and thanks of this Council and the residents of Spelthorne?”

Response from the Leader of the Council, Councillor Ian Harvey:

“Thank you Cllr Sider and Cllr Smith-Ainsley for your questions. I will take this opportunity to thank all staff involved in the removal of the recent spate of unlawful encampments that have affected our communities across the borough over the last few weeks.

Officers have recently submitted a response to a Government consultation titled “powers for dealing with unauthorised encampments”. In the response we have asked for stronger powers and more guidance from the government on the use of existing powers available to us.

Words may not adequately communicate our sense of gratitude to those staff who went above and beyond their duty to secure a successful end to these intrusions on our public open spaces. I am sure however that I speak for all members when I say that we greatly value the commitment of the various Spelthorne teams involved.”

In accordance with Council Standing Order 15.2, Councillor R.A. Smith-Ainsley asked the following supplementary question:

“As the Leader knows there are 4 or 5 criteria that have to be satisfied in order for the police to serve a Section 61 notice to evict Travellers from one site and then move them onto the next park. Would the Leader agree that it is essential that Surrey Leaders source a permanent encampment site in central Surrey for Travellers to be directed to, so that the police can then serve a Section 62 Notice on them, which means they have to leave this Borough and go to that central site, thus clearing them from our Borough?”

Response from the Leader of the Council, Councillor I.T.E. Harvey:

“As I said in my Leader’s announcements, this is something that Surrey Leaders and Surrey Chief Executives have been discussing and will be addressing very shortly. I will certainly pick up on the point about ‘central Surrey’ – I am not particularly planning to offer Spelthorne as a venue for a new Travellers’ site.”

4. Question from Councillor Ian Beardsmore:

“Across the board every member in this Chamber is worried at the threat to our Green Belt from the proposed numbers of new houses we are expected to build. Much of this extra burden has been inflicted on us by central government guidelines and methodology. So far our MP has said nothing on this. Will the leader write to him on behalf of all of us expressing our deep concern about it and requesting he raises this issue with government as a matter of the greatest urgency with the aim of finding a solution to the problem.”

Response from the Leader of the Council, Councillor Ian Harvey:

“Thank you for your question, Councillor Beardsmore. Surrey Leaders penned a collective letter to MHCLG (or DCLG as it was at the time) on the standard methodology to express the Surrey-wide concerns over the impact of onerous housing targets on local authorities heavily constrained by Green Belt. Suffice to say it didn’t achieve much and the new NPPF with the standard methodology is expected to be published by the government before summer recess.

I am pleased to confirm that I have indeed written to our MP and will be pleased to share the response with you and all members of the Local Plan Working Party upon receipt.”

188/18 Appointment of a representative Trustee

The Council considered the appointments of representative trustees to Staines Parochial Charity.

It was proposed by Councillor I.T.E. Harvey and seconded by Councillor A.C. Harman and

Resolved:

1. That Mrs Denise Turner-Stewart be reappointed as a Council representative trustee to serve on the Staines Parochial Charity for a further four year term of office until April 2022.
2. That Mr. Nick Wood-Dow be appointed as a Council representative trustee to serve on the Staines Parochial Charity for a four year term of office until July 2022.

189/18 Exclusion of Press and Public

It was proposed by Councillor I.T.E. Harvey and seconded by Councillor A.C. Harman and

Resolved to exclude the press and public for the following item in view of the likely disclosure of exempt information within the meaning of paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972, as amended by the Local Government (Access to Information) Act 1985 and by the Local Government (Access to information) (Variation) Order 2006.

190/18 Acquisition of Property O

Paragraph 3 – Information relating to the financial or business affairs of any particular person (including the authority holding that information)

The Council considered a recommendation from Cabinet at its meeting held on 18 July 2018 on approval of the budget for the development of the site known as 'Property 'O'.

Resolved to approve the budget of £10.7m for the design team and the contractor, for the development of the site.

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Recommendations of the Cabinet

Cabinet meeting held on 26 September 2018

- 1. White House Hostel Design Team Fees – Key Decision**
- 1.1 Cabinet considered an exempt report seeking approval of the budget for the design phase of a proposed hostel for the homeless on the White House site. Redevelopment of the site will provide much needed hostel accommodation for homeless residents within the Borough. This will assist the Council in meeting its statutory obligations under the Homeless Reduction Act 2017 to meet this need.
- 1.2 Cabinet authorised the Head of Corporate Governance to enter into any legal documentation necessary to implement the redevelopment project, and delegated the appointment of the advisors and design team to the Group Head of Regeneration and Growth in consultation with the Portfolio Holder.
- 1.3 **Cabinet recommends to Council** approval of the budget for the full design phase of a proposed new hostel for the homeless on the White House site.
- 2. Redevelopment of Harper House**
- 2.1 Cabinet considered an exempt report on the redevelopment of Harper House. The proposed demolition and rebuilding of Harper House will enable the Council to take advantage of a time-limited grant funding programme and improve the quality of emergency accommodation within the Borough for vulnerable homeless households. It would also minimise risk of financial losses, legal challenge or reputational damage should the condition of the current building deteriorate.
- 2.2 Cabinet approved the rebuild of Harper House, as outlined in the aforementioned report, subject to Homes England funding being secured. Cabinet authorised the Head of Corporate Governance to enter into any legal documentation necessary to implement the redevelopment project, including any legal agreements required in order to receive grant funding from Homes England. It further authorised the Head of Corporate Governance to transfer Harper House back to Council ownership in order to satisfy Homes England grant conditions.
- 2.3 **Cabinet recommends to Council:**
 1. Approval of the supplementary capital programme provision of £2.6m for the full demolition and rebuild costs for Harper House;
 2. To authorise the Chief Financial Officer to make prudent financing arrangements for the transaction.

Councillor Ian Harvey
Leader of the Council

18 October 2018

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Report from the Leader of the Council on the work of the Cabinet

Meeting held on 26 September 2018

This is my report as the Leader of the Council on the work of the Cabinet. It is an overview of the main items of business considered by the Cabinet at its meeting on 26 September 2018.

Two further exempt reports were considered at this meeting in relation to White House Hostel design team fees and the redevelopment of Harper House but these both included recommendations to Council so have been dealt with at the previous item on the agenda.

Cabinet – 26 September 2018

1. Recommendations from the Local Plan Working Party (LPWP)

- 1.1 We received the minutes of the LPWP meeting held on 18 September 2018 and agreed to:
1. Publish the Issues and Options consultation response document, subject to minor corrections;
 2. Publish the updated Local Development Scheme timetable;
 3. Defer consideration of the Annual Monitoring Report together with the Statement of Five Year Housing Land Supply until a future Cabinet meeting

2. Overview and Scrutiny Committee Work Programme 2018-19

- 2.1 We noted the work programme for Overview and Scrutiny Committee for 2018-19 which the Chairman, Councillor S.C. Mooney presented at the meeting.

3. Staines Town Gigabit Project – Key Decision

- 3.1 We considered a report requesting a contribution of £500k for a match funding bid to deliver gigabit speeds to approximately 3,000 premises in Staines-upon-Thames.
- 3.2 We agreed to approve the contribution of £500k which will enable access to an additional £2m in contributions to deliver gigabit speeds to Staines-upon-Thames.

4. Change in representation on Outside Bodies and Steering Groups

- 4.1 We received a report proposing changes in representation on outside bodies and steering groups for the current municipal year.
- 4.2 We agreed:
1. To approve the following appointments with immediate effect until June 2019:

Name of representative	Outside Body/Steering Group
Councillor Patel	Spelthorne Safer, Stronger Partnership

Councillor Patel	Surrey Waste Partnership
Councillor Boughtflower	Members' Development Steering Group

2. Delegate appointment of a representative and deputy to the NW Surrey Engagement Programme Stakeholder Reference Group to the Leader.

5. Knowle Green Estates Ltd - Business Plan update

5.1 We considered an exempt report on progress made in the development of a business plan

5.2 We agreed to:

1. Note progress made in development of the business plan
2. Note the advice on State Aid provided by Counsel
3. Subject to receiving up to date valuation advice prior to transfer, to delegate authority to the Chief Executive in Consultation with the Leader, Portfolio Holder for Finance (or the Deputy Leader if he is not available) and Chief Finance Officer, to transfer the following Council properties into the ownership of Knowle Green Estates Ltd for nil cash consideration:
 - a. Former Bugle PH
 - b. Former Churchill Village Hall;
4. Subject to receiving up to date valuation advice prior to transfer, to delegate authority to the Chief Finance Officer in Consultation with the Leader, Portfolio Holder for Finance (or the Deputy Leader if he is not available) and Chief Executive, to loan to Knowle Green Estates Ltd (if necessary) the funds to enable it to purchase at full market value:
 - a. Former Bugle PH
 - b. Former Churchill Village Hall
 - c. 42 Kingston Road
 - d. Cranford Road;
5. To note in relation to 42 Kingston Road (Cabinet minute 25 April 2018) that the Chief Finance Officer has determined the most financially advantageous funding arrangement for the purchase is for it to be held in Knowle Green Estates Ltd.;
6. To note that any funding requirement will be provided under the Loan and Drawdown Agreement approved by Cabinet on 11 May 2017;
7. Subject to receiving up to date valuation advice prior to transfer, to delegate authority to the Chief Executive in consultation with the Leader to:
 - a. Move a Council property in the Municipal Portfolio to the Residential Portfolio by transferring it to KGE Ltd on such terms as he thinks fit
 - b. Consent to receive a KGE Ltd property in the Residential Portfolio which is to be held by the Council in the Investment or Municipal Portfolio on such terms as he thinks fit; and
8. To delegate to the Head of Corporate Governance to enter into all documentation required to give effect to these transfers and loans.

6. Acquisition of Property 'P' – Key Decision

6.1 We considered an exempt report regarding the acquisition of property 'P'.

6.2 We agreed to:

1. Approve the acquisition of the residential property 'P' to be held in the name of its subsidiary Knowle Green Estates Ltd;
2. Authorise the Chief Financial Officer to make prudent borrowing arrangements for the transaction;
3. Authorise the Chief Financial officer to determine with Knowle Green Estates Ltd the most financially prudent way of financing the transaction between the Council and the Company, noting this may include a Council loan to Knowle Green Estates for the full amount of the funds at cost;
4. Formally agree the offer submitted, and authorise the Property and Development Manager to undertake any necessary subsequent negotiations (including making a further offer if required, in consultation with the Leader, Portfolio Holders for Housing and Corporate Management and the Chief Finance Officer), and complete the acquisition of the asset;
5. Authorise the Head of Corporate Governance to enter into any legal documentation necessary to acquire the asset in the name of Knowle Green Estates Ltd.; and
6. Authorise officers to pursue other opportunities to acquire properties under similar circumstances for Cabinet consideration.

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Report of the Chairman on the work of the Audit Committee

The Audit Committee held a meeting on 26 July 2018 and considered the following items of business.

1. External Audit Report on Audit and Statement of Accounts

- 1.1 Phillip Johnston, on behalf of the auditors KPMG, presented their draft report and responded to members' questions. It was expected that the final report would be available by the end of August 2018.
- 1.2 The Committee resolved that:
 - 1) The External Auditor's 2016/17 draft audit report be noted, with the expectation of the final version being available by the end of August 2018.
 - 2) The recommendations, comments, lessons learned and risks, as so far provided (associated with 'lease expiry' of the BP property) as covered in the report be noted. Further information on this is still pending.
 - 3) The 2017/18 External Auditor's draft audit report shall follow after content of the 2016/17 (final) version has been noted, and shall offer additional considerations to the property acquisitions, based on recent 'lessons learned'.
 - 4) That on receipt of the external auditors' final reports for 2016/17 and 2017/18 the accounts for both 2016/17 and 2017/18 be signed off by the Chairman of the Audit Committee and Chief Finance Officer.

2. Annual Governance Statement

- 2.1 The Committee approved the draft Annual Governance Statement and endorsed the improvement actions identified in the Statement.

3. Annual Internal Audit Report 2017/18

- 3.1 The Committee noted the annual internal audit report and improvements to the RAG (Red/Amber/Green) ratings in the summary of internal audit work for the year. The Committee agreed that system administration risk should be included on future risk registers.

4. Corporate Risk Management

- 4.1 The Committee noted the contents of the Corporate Risk Register and recommended it to Cabinet for approval.

5. Committee Work Programme 2018-19

- 5.1 The Committee approved its Work Programme for the remainder of the Municipal Year 2018/19.

Councillor M.J. Madams

Chairman of the Audit Committee

18 October 2018

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Report of the Chairman on the work of the Overview and Scrutiny Committee

This report gives an overview of the issues considered at the 11 September 2018 meeting. The Committee also received training on 6 September 2018 from South East Employers, focussing on enhancing the impact of Overview and Scrutiny.

1. Treasury Management Strategy Annual report

- 1.1 The Committee received the Treasury Management Strategy Annual Report on treasury performance for 2017/18 and raised questions about the Council's investment strategy and a target income or limit on borrowing.
- 1.2 They were also informed that a new requirement had been introduced for the Council to approve a Capital Strategy, giving an overarching narrative on its financial assets, how they were managed, risk mitigation and the rationale for the Strategy. The new Capital Strategy is required to be in place by March 2019.
- 1.3 It was agreed to include the Capital Strategy on the Overview and Scrutiny Committee work programme for November 2018 or prior to its consideration at Council if this is later.

2. Update from Environment Agency on Temporary Flood Defence Schemes

- 2.1 Tina Donaldson, Community Resilience Advisor with the Environment Agency (EA), gave a presentation to update the Committee on the progress being made with temporary flood defence schemes for Spelthorne.
- 2.2 The Committee noted the update and thanked Tina Donaldson for attending.

3. Review of Community Safety

- 3.1 Reports were received from the following:

Organisation	Subject
Group Head of Community Services Spelthorne Borough Council	Report on review of Community Safety for 2017/18
Temporary Borough Inspector Maxine Cilia, Surrey Police	Update on policing in Spelthorne since February 2018
Dawn Whiteman and Lilian Buttle, A2 Dominion	Anti-social behaviour and community engagement
Surrey Police and Crime Commissioner David Munro	Presentation of Spelthorne police force structure and main concerns

- 3.2 Members of the Committee asked questions about the crime data, community engagement, the 101 service and problems caused by the use of nitrous oxide gas cartridges.
- 3.3 Inspector Cilia offered to provide clarification on some of the crime data following the meeting. Mr Munro agreed to take up the matter of nitrous oxide canisters not being included in recent legislation on psychoactive substances, which meant the police had no powers to deal with the problems caused by its use other than anti-social behaviour.
- 3.4 The Leader advised that Surrey Leaders and Chief Executives were meeting at the end of the month to address the issue of a transit site in Surrey with other stakeholders.

4. Corporate Project Management

- 4.1 The Committee received an update on corporate project management and noted improvements in the presentation of information.

5. Work Programme

- 5.1 The updated Work Programme was circulated at the meeting.
- 5.2 The Committee approved the draft Work Programme for 2018-19 subject to the inclusion of:
 - a) the Capital Strategy and Task Groups at the November 2018 meeting and
 - b) the Leisure Centre consultation at the January 2019 meeting.
- 5.3 Cabinet considered the work programme on 26 September 2018 and noted the contents.

Councillor Sinead Mooney

Chairman of the Overview and Scrutiny Committee

18 October 2018

Report of the Chairman on the work of the Planning Committee

The Planning Committee has met on two occasions since the previous report was prepared for the Council meeting. This report therefore gives an overview of the key items considered by the Committee at its meetings on 25 July and 19 September 2018. A further report on the items considered at the meeting to be held on 17 October will be tabled at the Council meeting.

1. Planning Committee – 25 July 2018

- 1.1 The July meeting dealt with three planning applications and a tree preservation order. Public speaking took place on two items, and a Ward Councillor also spoke. The items considered by the Committee are set out below.
- 1.2 Planning application 18/0591/OUT related to Bugle Nurseries, Upper Halliford Road, Shepperton, which is located within the Green Belt. The outline application sought approval for the demolition of the existing buildings on the site and the provision of 52 houses and flats and also a 72 bed care home. In addition to the two public speakers, Councillor Dunn, a Ward Councillor, also spoke in favour of the application. Following a lengthy and lively debate, a recorded vote was requested and taken. The application was refused, as per the Officer's recommendation.
- 1.3 Planning application 18/00529/FUL was made by the Council in relation to Benwell House, Green Street, Sunbury-on-Thames. The Committee approved the removal of the roof structure and erection of an extension comprising two and part three storeys to provide 24 units and associated works.
- 1.4 Planning application 18/00386/FUL sought approval for the demolition of the existing building and the erection of a four storey building comprising of 8 self-contained flats and associated parking at 20 Bridge Street, Staines-upon-Thames. A previous application submitted had been refused and amendments to the scheme had now been made by removal of the top floor flat and more detail provided on the proposed materials. There was one public speaker in favour of the scheme. The application was approved by the Committee.
- 1.5 The final application of the evening was TPO 258/2017. This Tree Preservation Order sought to protect a Lime tree located in the car park of Sunbury Conservative Club, Green Street, Sunbury on Thames, because of its 'significant contribution to the visual amenities of the locality'. The application was 'confirmed without modification' by the Committee.

2. Planning Committee – 19 September 2018

- 2.1 This meeting considered one planning application and two tree preservation orders. There were no public speakers at the meeting.
- 2.2 Application 18/01145/FUL was submitted by the Council for the erection of a single storey side/rear extension at the Greeno Centre, Shepperton replacing

an area of hardstanding previously used as an external 'wellbeing' area. The application was approved by the Committee.

- 2.3 Tree Preservation Order 259/2018 related to the protection of one Oak and one Plane tree at 29 Vicarage Road, Sunbury on Thames. The TPO was issued as it was considered that a planning application submitted in respect of the property could pose a threat to their retention. The Committee confirmed the Tree Preservation Order without modification.
- 2.4 Tree Preservation Order 260/2018 was served on 5 July 2018 to protect one Oak tree at Bugle Nurseries, 171 Upper Halliford Road, Shepperton. Again, it was considered that the tree was at risk following a planning application received for this site (see item 1.2 above). The tree was mature and healthy and it was considered that it made a significant contribution to the visual amenities of the locality. The Committee confirmed the Tree Preservation without modification.

Councillor Richard Smith-Ainsley

Chairman of Planning Committee

18 October 2018