



Please reply to:

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Date: 11 March 2019

Notice of meeting

Overview and Scrutiny Committee

Date: Tuesday, 19 March 2019

Time: 7.30 pm

Place: Council Chamber, Council Offices, Knowle Green, Staines-upon-Thames

To: Members of the Overview and Scrutiny Committee

Councillors:

S.C. Mooney (Chairman)
J.G. Kavanagh (Vice-Chairman)
S. Capes
R. Chandler
Q.R. Edgington

A.E. Friday
A.L. Griffiths
A.T. Jones
V.J. Leighton
D. Saliagopoulos

A. Sapunovas
J.R. Sexton
R.A. Smith-Ainsley
B.B. Spoor

Spelthorne Borough Council, Council Offices, Knowle Green

Staines-upon-Thames TW18 1XB

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AGENDA

Description	Lead	Timings	Page Number.
1. Apologies To receive any apologies for non-attendance.	Chairman	7.30 pm	
2. Minutes To confirm the minutes of the meeting held on 15 January 2019 as a correct record.	Chairman		7 - 12
3. Disclosures of Interest To receive any disclosures of interest from councillors in accordance with the Council's Code of Conduct for members.			
4. Call-in of Cabinet decisions No Cabinet decisions have been called in.			
5. Cabinet Forward Plan A copy of the latest Forward Plan is attached. If any members of the Committee have any issues they want to raise in relation to the Cabinet Forward Plan, please inform Terry Collier, Deputy Chief Executive, 24 hours in advance of the meeting with reasons for the request.	Chairman		13 - 16
6. 9 Month Capital Monitoring (Q3 Oct to Dec) & Projected Outturn To note the current Capital spend to December 2018.	Laurence Woolven/ Cllr Williams	7.35 pm	17 - 22
7. 9 Month Revenue Monitoring (Q3 Oct to Dec) & Projected Outturn To note the current Revenue spend to December 2018.	Laurence Woolven/ Cllr Williams	7.45 pm	23 - 34
8. Fly Tipping To review the impact of changes to Surrey County Council's waste services on fly tipping in the Borough.	Jackie Taylor/ Cllr Patel	7.55 pm	35 - 40

Description	Lead	Timings	Page Number.
9. Recycling and Waste collections			
To consider satisfaction rates for the Council's waste services.	Jackie Taylor/ Cllr Patel	8.15 pm	41 - 44
10. Review of Parking in Ashford - update			
To receive an update on analysis of parking issues in Ashford town centre and enforcement work.	Lee O'Neil/ Cllr Patel	8.35 pm	45 - 48
11. Commercial Investments and Management of risks			
To consider the rationale for the Council's property investments and how risks are managed.	Nick Cummings/ Cllr Harvey	8.55 pm	49 - 92
<p>It may be necessary to exclude the press and public during consideration of this item due to the fact that Appendices 1 and 2 to the report contain exempt information within the meaning 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, Paragraph 3 – 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 if the markets are aware of the Council's investment strategies and decision making mechanism, it may well put the Council at a commercial disadvantage against other investors operating in similar markets and may hinder the Council obtaining investments at the best value.</p>			

Description	Lead	Timings	Page Number.
<p>12. Project Management Dashboard</p> <p>To receive an update on the status of current Council projects.</p> <p>A confidential presentation will be given in relation to risks on confidential projects.</p> <p>It will be necessary to exclude the press and public during consideration of the presentation due to the fact that it will contain exempt information within the meaning 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, Paragraph 3 – 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 procurements are due to be or are taking place in relation to these projects and making the public aware of these prior to documentation being finalised may distort competition and may impact on the Council's ability to obtain best value.</p>	Sandy Muirhead/ Cllr Boughtflower	9.20 pm	93 - 152
<p>13. Task Groups - update</p> <p>The Chairman will update the Committee on discussions with officers regarding the setting up of a task group to look at the Council's consultations with residents.</p>	Chairman	9.30 pm	
<p>14. Committee meeting change of date</p> <p>To agree the change from the scheduled date of Wednesday 11 September 2019 to Tuesday 10 September 2019 at 7.30pm.</p>	Chairman		
<p>15. Work Programme</p> <p>To review the work undertaken by the Committee in the past Municipal year and consider any matters the Committee wishes to add to the work programme for the next Municipal year.</p>	Chairman	9.35 pm	153 - 154

Description	Lead	Timings	Page Number.
<p>16. Exclusion of Press and Public</p> <p>To move the exclusion of the Press/Public in relation to items 10 and/or 11 on this agenda, in view of the likely disclosure of exempt information within the meaning 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.</p>	Chairman	9.40 pm	

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**Minutes of the Overview and Scrutiny Committee
15 January 2019**

Present:

Councillor S.C. Mooney (Chairman)
Councillor J.G. Kavanagh (Vice-Chairman)

Councillors:

S. Capes	V.J. Leighton	R.A. Smith-Ainsley
R. Chandler	D. Saliagopoulos	B.B. Spoor
A.E. Friday	A. Sapunovas	
A.T. Jones	J.R. Sexton	

Apologies: Councillors A.L. Griffiths

10/19 Minutes

The minutes of the meeting held on 20 November 2018 were approved as a correct record.

11/19 Disclosures of Interest

There were no disclosures of interest from members of the Committee in relation to any item on the agenda.

Councillor D. Saliagopoulos requested assurance from the Chairman that she had no interest to declare in relation to the exempt Capital Strategy report at Item 14 of the agenda, due to her role on Surrey County Council's Cabinet. She further moved a motion of no confidence in the Chairman which was seconded by Councillor J. Sexton.

The Monitoring Officer explained that the requirement to disclose interests of a pecuniary or non-pecuniary nature or a conflict of interest, was a personal responsibility upon each councillor. He outlined the nature of each type of interest and confirmed that a position on the Cabinet of Surrey County Council did not fall into any category of interest in relation to any item on the agenda.

The Monitoring Officer advised the Committee that as a vote of no confidence in the Chairman was not an item on the agenda before them, or related to any disclosure of interest, that they did not need to consider it.

At a request from Councillor Saliagopoulos for clarity on Councillor Mooney's interests due to her roles on Surrey County Council and Spelthorne Borough Council, the Monitoring Officer agreed to confirm in writing the requirements relating to disclosures of interests as detailed in the Constitution.

12/19 Call-in of Cabinet decisions

No decisions of Cabinet had been called-in.

13/19 Cabinet Forward Plan

The Cabinet Forward Plan was noted.

14/19 Task Groups

The Chairman recalled the training session that the Committee had received last September which included the role of task groups. She invited the Committee to consider whether there were any suitable items on its work programme which would benefit from this approach.

Councillor D. Saliagopoulos asked the Chairman to confirm that she had updated her Register of interests in relation to her position as a Surrey County Councillor.

The Monitoring Officer advised that the only legal requirement to update the Register was following a declaration of a pecuniary interest at a meeting in relation to an item on that agenda. Although members are encouraged to update their other interests as necessary, there is no ongoing obligation to keep the Register updated.

The Monitoring Officer offered to talk further to members about the procedure for declarations of interests outside this meeting as this topic was not part of the agenda business or related to any item on the agenda.

Members considered whether there was scope for a Task Group to review the Council's property acquisitions before any purchase was completed. The Chairman advised the Committee that she had asked officers to report at the March meeting on commercial acquisitions and associated risks. This would be a more practical way to look at the matter rather than an ongoing process of reviewing each individual acquisition. The Committee agreed to the addition of this item on the work programme for March 2019.

The Committee agreed that it would be more useful to consider topics which could be reviewed by a task group at the start of the next municipal year.

As a result of feedback to the Leisure Centre consultation from residents, the Chairman proposed that a task group be set up to consider the topic of consultation with residents. She would discuss this further with officers and report back to the next meeting.

Resolved:

1. To add an item on commercial acquisitions and associated risks to the Committee's work programme for its March 2019 meeting;
2. To consider suitable topics to be reviewed by a task group at the first meeting of the next municipal year; and

3. To receive an update from the Chairman at the next meeting on the proposal for a task group to look at consultations with residents.

15/19 Treasury Management Strategy - half yearly report

The Deputy Chief Accountant presented the half-yearly report for Treasury Management.

She detailed the headline figures at the end of September 2018: borrowing totalled £1,033m, of which £1,008m was loans from the PWLB (Public Works Loan Board) and £25m from local authorities. The Council's investment portfolio totalled £68.8m. This included pooled investment funds of £17.5m with an average income return of 4.46%.

Resolved to note the Treasury Management half-yearly report 2018/19.

16/19 Heathrow and southern light railway

The Group Head for Regeneration and Growth gave a presentation on Heathrow expansion and Southern Light Railway (attached to these minutes).

The Leader, Councillor I.T.E. Harvey advised members that the Council was continuing to engage robustly with Heathrow to secure the best balance in terms of the economic benefits versus the impact of expansion, for the Borough's residents.

Members of the Committee asked about affordable housing for Heathrow key workers. The Group Head for Regeneration and Growth advised that the Strategic Planning Team would assess whether an expanded Heathrow would have a significant impact in terms of the need for additional housing provision as part of the review of the Local Plan. The Council has also said that it would be happy to build and manage housing for both key and construction workers at Heathrow. She offered to provide the Committee with a more detailed response from the Strategic Planning Manager about housing for key workers after the meeting.

Resolved to note the presentation and request a detailed response on provision of housing for Heathrow key workers.

17/19 Housing Options

The Housing Options Manager gave the Committee an update on the Council's successful implementation of the Homeless Reduction Act, the Choice Based Lettings Scheme, Rent Assure Scheme initiatives and progress being made for the White House Site.

The Homeless Reduction Act was the biggest change in homeless legislation in 30 years. He reported that Spelthorne Council was assessed by the Ministry for Housing, Communities and Local Government as being well prepared for the implementation of the Act. Due to previous good practice and the adoption of initiatives to assist in homeless prevention, and an

understanding of the causes of homelessness locally, Spelthorne Borough Council did not predict a significant increase in the numbers of households approaching for assistance and this was borne out.

The Committee congratulated the Housing Team on the way they had implemented the legislation.

Resolved to note the update on Housing Options.

18/19 Leisure Centre Consultation

The Deputy Chief Executive, Lee O'Neil, presented an update on progress with the first phase of consultation on the Council's proposals for a new Spelthorne Leisure Centre. The report outlined the process undertaken, a summary of the results received and some issues to be addressed prior to moving forward with any future phases of consultation on this project.

The Leader, Councillor I.T.E. Harvey, commented that the Council had consulted, listened to residents' concerns and responded by agreeing it would not build on Staines Park and confirmed its intention by designating it with Fields in Trust (FIT) status.

The Chairman invited Cath Moore to make a statement on behalf of Staines Park Residents (SPR) Group. She referred to the collaborative engagement between the SPR Group and the Council and was pleased the Council had recognised the strength of feeling of residents and designated Staines Park with FIT status.

She detailed the issues which had raised concerns for residents about the way the consultation was undertaken. She expressed her gratitude to councillors for the cross-party support of residents.

Mr O'Neil thanked Ms Moore for her feedback and noted the issues she raised. He advised that the Council was using lessons learned from the first phase consultation in considering how to resource the future consultation process and take forward proposals for a new Spelthorne Leisure Centre.

Resolved to note the outcome of the Council's first phase consultation on its plans for a new Spelthorne Leisure Centre.

19/19 Project Management Dashboard

The Group Head for Commissioning and Transformation presented an update report on the progress of projects and their outcomes across the Council.

Members commended officers for their work on improving the format and content of the update reports. The Committee queried the omission of confidential information on the property development reports relating to risks and requested that this be included in a Part 2 (confidential) report at the March meeting in order that the members could effectively scrutinise the matter before them. The Chairman agreed that in view of the disclosure of

commercially sensitive material the Leader should see the reports before their release.

Resolved:

1. to note the update on Corporate Project Management and
2. to request information on risks relating to the Council's property development projects be included in the report at the next meeting of the Committee. This report to be sent to the Leader in the first instance.

20/19 Work Programme

The Committee noted the work programme for the last meeting of the Municipal year subject to the inclusion of an item on Commercial acquisitions and their associated risks.

21/19 Exempt Business

It was moved, seconded and

Resolved to move the exclusion of the Press and Public for the following item in view of the likely disclosure of exempt information within the meaning 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.

22/19 Exempt Item - Capital Strategy Report

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

The Chief Executive and Head of Corporate Governance presented the exempt report on the draft Capital Strategy, ahead of its consideration by the Cabinet. The aim of the Capital Strategy was to provide a clear and concise account to residents and other stakeholders of how the Council is going to prioritise its capital expenditure in the short, medium and long-term, and how it manages risks with respect to delivering those capital objectives.

The Strategy was supported by other documents including Asset Management plans and Treasury Management plans. It provided an overview of why, where and how capital would be spent in order to contribute to the provision of services for residents, and to meet some of the Council's wider strategic aims.

Members remarked on the Council's professionalism in developing its capital strategy and seeking assistance from other companies and advisors, in order to maintain services for residents.

Resolved to note and endorse the report on a draft Capital Strategy and congratulate officers on the professionalism of their approach.

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Spelthorne Borough Council

Cabinet Forward Plan and Key Decisions



This Forward Plan sets out the decisions which the Cabinet expects to take over the forthcoming months, and identifies those which are **Key Decisions**.

A **Key Decision** is a decision to be taken by the Cabinet which is either likely to result in significant expenditure or savings or to have significant effects on those living or working in an area comprising two or more wards in the Borough.

The members of the Cabinet and their areas of responsibility are:

Cllr I.T.E. Harvey	Leader of the Council	Cllr.harvey@spelthorne.gov.uk
Cllr A.C. Harman	Deputy Leader	Cllr.harman@spelthorne.gov.uk
Cllr. M.M. Attewell	Community Wellbeing	Cllr.attewell@spelthorne.gov.uk
Cllr C. Barnard	Planning and Economic Development	Cllr.barnard@spelthorne.gov.uk
Cllr J. Boughtflower	Corporate Management	Cllr.boughtflower@spelthorne.gov.uk
Cllr M.P.C. Francis	Housing	Cllr.francis@spelthorne.gov.uk
Cllr D. Patel	Environment and Compliance	Cllr.patel@spelthorne.gov.uk
Cllr O. Rybinski	Customer Service, Estates and Transport	Cllr.rybinski@spelthorne.gov.uk
Cllr H.R. Williams	Finance	Cllr.williams@spelthorne.gov.uk

Whilst the majority of the Cabinet's business at the meetings listed in this Plan will be open to the public and press, there will inevitably be some business to be considered which contains confidential, commercially sensitive or personal information.

This is formal notice under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 that part of any of the Cabinet meetings listed below may be held in private where exempt and / or confidential information is due to be considered.

Representations regarding this should be made to committee.services@spelthorne.gov.uk

Please direct any enquiries about this Plan to the Principal Committee Manager, Gillian Scott, at the Council offices on 01784 444243 or e-mail g.scott@spelthorne.gov.uk

Spelthorne Borough Council

Cabinet Forward Plan and Key Decisions for 1 April 2019 to 31 July 2019

Date of decision and decision maker	Matter for consideration	Key or non-Key Decision	Decision to be taken in Public or Private	Lead Officer/ Cabinet Member
Cabinet 27 Mar 2019	Local Plan Working Party recommendations	Non-Key Decision		Ann Biggs, Strategic Planning Manager Leader of the Council
Cabinet 27 Mar 2019	Exempt Report - Decision on award of contract for the provision of a Property Management System	Key Decision It is likely to result in the Council incurring expenditure above or making savings of up to £164,000	Private	Leigh Street, Assets Officer Leader of the Council
Cabinet 27 Mar 2019	Exempt Report - West Wing, procurement of construction services - Key Decision	Key Decision It is likely to result in the Council incurring expenditure above or making savings of up to £164,000	Private	Richard Mortimer, Asset Management Contractor Leader of the Council
Cabinet 27 Mar 2019	Exempt Report - Knowle Green Estates Ltd - Business Plan To decide on the strategy for the Company	Non-Key Decision	Private	Michael Graham, Head of Corporate Governance Leader of the Council
Cabinet 27 Mar 2019	Exempt report - Acquisition V - Key decision	Key Decision It is likely to result in the Council incurring expenditure above or making savings of up to £164,000	Private	Nick Cummings, Property and Development Manager Leader of the Council
Cabinet 24 Apr 2019	Public Space Protection Orders	Non-Key Decision	Public	Michael Graham, Head of Corporate Governance Portfolio Holder for Environment and Compliance

Date of decision and decision maker	Matter for consideration	Key or non-Key Decision	Decision to be taken in Public or Private	Lead Officer/ Cabinet Member
Cabinet 24 Apr 2019	Exempt report - Acquisition W - Key decision	Key Decision It is likely to result in the Council incurring expenditure above or making savings of up to £164,000	Private	Nick Cummings, Property and Development Manager Leader of the Council
Cabinet 24 Apr 2019	Exempt report - Acquisition X - Key decision	Key Decision It is likely to result in the Council incurring expenditure above or making savings of up to £164,000	Private	Nick Cummings, Property and Development Manager Leader of the Council
Cabinet 19 Jun 2019	Exempt report - Acquisition Y - Key decision	Key Decision It is likely to result in the Council incurring expenditure above or making savings of up to £164,000	Private	Nick Cummings, Property and Development Manager Leader of the Council
Cabinet 19 Jun 2019	Exempt report - Acquisition Z - key decision	Key Decision It is likely to result in the Council incurring expenditure above or making savings of up to £164,000	Private	Nick Cummings, Property and Development Manager Leader of the Council
Cabinet 25 Sep 2019	Review of Polling Stations	Non-Key Decision	Public	Jayne McEwan, Electoral Services Manager Leader of the Council
Cabinet 25 Sep 2019 Council 24 Oct 2019	Housing Strategy	Non-Key Decision	Public	David Birley, Housing Strategy and Policy Manager Portfolio Holder for Housing

Date of decision and decision maker	Matter for consideration	Key or non-Key Decision	Decision to be taken in Public or Private	Lead Officer/ Cabinet Member
Cabinet 4 Dec 2019 Council 12 Dec 2019	Homelessness Strategy To consider a report on a review of the Strategy.	Non-Key Decision	Public	David Birley, Housing Strategy and Policy Manager Portfolio Holder for Housing

Overview and Scrutiny Committee

19 March 2019



Title	Capital Monitoring Report		
Purpose of the report	To note		
Report Author	Laurence Woolven (Chief Accountant)		
Cabinet Member	Councillor Howard Williams	Confidential	No
Corporate Priority	Financial Sustainability		
Recommendations	Cabinet to note the current level of spend.		
Reason for Recommendation	Not applicable		

1. Expenditure to date and Estimated Outturn

- 1.1 Attached as Appendix A & B is the actual spend to date on capital covering the period April to December 2018.
- 1.2 By its nature the provision for acquisition of assets is variable depending on opportunities arising, due to the scale of this item the analysis is split to show the variance of the remaining capital items separately.
- 1.3 For the period ending December 2018, capital expenditure including commitments on all other items was £6.1m, the projected outturn shows an expected underspend of £11.6m.
- 1.4 For the acquisition of assets scheme, £319m had been spent as at the end of December with £500m still available to be invested.
- 1.5 Overall, the projected outturn shows that we are anticipating to spend £327.4m which would be £511.1m under the revised budget of £838.5m.

Councillor Francis – Housing

- 1.6 The level of activity relating to disability facilities grants is higher than budget, this is partly offset by increased funding from MHCLG and A2 Dominion, however an overspend of £40k is currently predicted.

Councillor Patel – Environment and Compliance

- 1.7 There are anticipated underspends in the Air Quality scheme (£24.5k) and the Domestic Home Energy scheme (£15k), these would need to be carried forward for spending in 2019/20.

- 1.8 To date £355k has been committed in this portfolio (71.6% of budget).

Councillor Barnard – Planning and Economic Development

- 1.9 It is projected that this area could underspend by £11.4m, primarily as a result of slippage of some of the works on Ceaser Court, Thameside House and the Leisure Centre.
- 1.10 Small Scale Area Regeneration is forecast to be £189k underspent, Edinburgh Drive Parade has been completed with 3 more parades still to be upgraded. Surrey County Council funding has ceased for future projects of this type.
- 1.11 To date committed expenditure in this area is £4.6m (27.3% of budget).

Councillor Harvey – Leader

- 1.12 No variance currently expected in this area.

Councillor Boughtflower – Corporate Management

- 1.13 This area is forecasting an net underspend of £188k, this is as a result of underspends on the VDI project (£40k), Sharepoint upgrade (£35k), Sharepoint Redesign (£90k) and the Corpoaret EDMS Project (£105k) being partly offset by overspends on the Customer Services contact centre (£50k) and the Canon Printer (£57k) schemes.
- 1.14 It should be noted that committed expenditure to date on this area is £908.8k out of a budget of £1.14m including carry forwards (77.6%).

Acquisition of Assets

- 1.15 The spend on the Acquisition of Assets scheme is forecast to be £320m under the revised budget. This could alter if further asset opportunities are identified.
- 1.16 To date committed expenditure in this area is £319.3m (39% of budget).

2. Financial implications

- 2.1 Any underspend on the approved Capital Programme enables the authority to invest the monies to gain additional investment income or can be used to fund additional schemes.

3. Timetable for implementation

- 3.1 Bi monthly monitoring reports are prepared for Management team and incorporate revised actual figures.

Background papers: None

Appendices: A&B

CAPITAL MONITORING REPORT AT 31 DECEMBER 2018

Portfolio Member	ORIGINAL BUDGET	CARRY FORWARDS	SUPPLEMENTARY ESTIMATE	REVISED BUDGET	ACTUALS YTD	COMMIT MENTS	MANAGERS PROJECTED OUTTURN	MANAGERS PROJECTION TO REVISED BUDGET
Cllr Francis - Housing	73,100	206,100	-	279,200	(29,965)	9,851	319,200	40,000
Cllr Patel - Environment & Compliance	362,500	161,900	(29,800)	494,600	202,063	151,920	455,100	(38,900)
Cllr Barnard - Planning and Economic Development	13,825,500	-	2,882,200	16,707,700	2,461,122	2,099,880	5,292,200	(11,415,500)
Cllr Harvey - Leader	-	44,200	28,900	73,100	30,900	-	73,100	-
Cllr Boughtflower - Corporate Management	1,462,300	11,500	-	1,473,800	626,710	517,003	1,285,900	(187,900)
	15,723,400	423,700	2,881,300	19,028,400	3,290,830	2,778,654	7,425,500	(11,602,300)
Acquisition of Assets Scheme	203,500,000	21,140,500	594,859,000	819,499,500	319,280,821	401	320,000,000	(499,499,500)
Acquisition of Assets Scheme	203,500,000	21,140,500	594,859,000	819,499,500	319,280,821	401	320,000,000	(499,499,500)
Grand Total	219,223,400	21,564,200	597,740,300	838,527,900	322,571,650	2,779,055	327,425,500	(511,101,800)

CAPITAL MONITORING REPORT AT 31 DECEMBER 2018

Portfolio Member / Service Head	Cost Centre	Description	Original Budget	Carry Forwards	Supplementary Adjustments	Revised Budget	Actuals YTD	Commit ments	Managers Projected Outturn	Managers Projection to Revised Budget	Comments
<u>Housing Investment Programme</u>											
<u>Cllr Francis - Housing</u>											
Deborah Ashman & K Sinclair	40203	Disabled Facilities Mandatory	707,400	138,000	-	845,400	732,935	9,350	1,100,000	254,600	Potential commitments due to 6 month lag
Deborah Ashman & K Sinclair	40204	Disabled Facilities Discretion	29,600	-	-	29,600	5,000	501	29,600	-	Expenditure expected in the latter part of the financial year
		Less Specified Capital Grant	(707,400)	-	-	(707,400)	(770,400)	-	(922,000)	(214,600)	Increased grant
		Net Cost of Disabled Facilities Grants	29,600	138,000	-	167,600	(32,465)	9,851	207,600	40,000	
Deborah Ashman & K Sinclair	40209	Home Improvement Agency grant	83,000	-	-	83,000	-	-	83,000	-	Expenditure expected in the latter part of the financial year
		HIA Funding	(39,500)	-	-	(39,500)	-	-	(39,500)	-	
		Total	43,500	-	-	43,500	-	-	43,500	-	
Total For HIP			73,100	138,000	-	211,100	(32,465)	9,851	251,100	40,000	
<u>Other Capital Programme</u>											
<u>Cllr Francis - Housing</u>											
Deborah Ashman & K Sinclair	42044	CommunityBuildingsGrantScheme	-	3,100	-	3,100	2,500	-	3,100	-	
		Total	-	3,100	-	3,100	2,500	-	3,100	-	
Sandy Muirhead	42015	Landlord Guarantee Scheme	-	65,000	-	65,000	-	-	65,000	-	Further investigation as to whether all or some of the funds are needed for additional module to link with E.Series in this financial year.
		Total	-	65,000	-	65,000	-	-	65,000	-	
<u>Cllr Patel - Environment & Compliance</u>											
Jackie Taylor	41025	Tennis Court Refurbishment	27,500	-	-	27,500	14,000	-	27,500	-	This project is underway and expected to be completed by end of this financial year
Jackie Taylor	41030	Hengrove Park Improvement	-	11,900	-	11,900	-	-	11,900	-	Park's upgrade of equipment is expected during this financial year
Jackie Taylor	41505	GroundsMaintenanceProject	-	55,900	-	55,900	55,930	-	55,900	-	This project has been completed
Jackie Taylor	41609	Replacement Multi Use Vehicle	-	80,000	-	80,000	80,000	-	80,000	-	Delivery of Vehicle complete
Jackie Taylor	41620	Wheelie Bins	50,000	-	-	50,000	38,697	-	50,000	-	Bins will be ordered throughout the financial year depending on need as & when identified
Jackie Taylor	41624	InstallElecVehicleChargePoints	-	1,900	-	1,900	1,320	-	1,300	-	This project has been completed
Jackie Taylor	41627	Solar PV For Staines Comm Cent	25,000	12,200	(29,800)	7,400	6,454	-	6,500	(900)	This project has been completed
Jackie Taylor	42027	Domestic Home Energy	30,000	-	-	30,000	917	4,920	15,000	(15,000)	This project is underway and major expenditure expected in winter period.
Jackie Taylor	42043	Renewal of Toilet Facilities	60,000	-	-	60,000	4,745	-	60,000	-	Project is underway and expected to be completed by end of this financial year
Jackie Taylor	41621	CCTV Enhancement	145,500	-	-	145,500	-	147,000	147,000	1,500	Contract has been awarded to Runnymede BC and expected to be completed by end of this financial year. Overspent against this project is to be funded through other projects within Neighbourhood Services
		Total	338,000	161,900	(29,800)	470,100	202,063	151,920	455,100	(14,400)	
Lee O'Neil	41314	Air Quality	24,500	-	-	24,500	-	-	-	(24,500)	The project has been delayed due to staff shortages and not expected to be completed in this financial year. The budget will be requested to be carried forward into next financial year.
		Total	24,500	-	-	24,500	-	-	-	(24,500)	
								71.6%			

CAPITAL MONITORING REPORT AT 31 DECEMBER 2018

Portfolio Member / Service Head	Cost Centre	Description	Original Budget	Carry Forwards	Supplementary Adjustments	Revised Budget	Actuals YTD	Commit ments	Managers Projected Outturn	Managers Projection to Revised Budget	Comments
Cllr Barnard - Planning and Economic Development											
Heather Morgan	41007	Stanwell Skate Park	-	-	-	-	(1,249)	-	-	-	Retention payment is expected to be paid in this financial year
Heather Morgan	41015	Runnymede Estates	55,600	-	-	55,600	-	-	55,600	-	Capitalised Planned Maintenance expenditure to be moved here at the end of the financial year.
Heather Morgan	41024	SpelthorneLeisurCenDevelopment	1,800,000	-	-	1,800,000	74,935		250,000	(1,550,000)	Development work is currently on hold until 2019. Current costs relating to consultancy services. Commitments relating to work in FY2019.
Heather Morgan	41026	Laleham Park Upgrade	200,000	-	-	200,000	1,625	-	-	(200,000)	Report due to go to cabinet in the next few months to propose a way forward.
Heather Morgan	41622	Affordable Housing Opportunity	966,000	-	(622,800)	343,200	-		-	(343,200)	We will continue to look for the other opportunities and in touch with Registered Social landlords Partners
Heather Morgan	42010	KG Car Park Improvements	100,000	-	-	100,000	50,371		50,300	(49,700)	Phase one works to rear have been completed. Remained of budget to be used in 2019/20 as a comprehensive review of car parking is currently being undertaken due to the conversion of the West Wing to residential.
Heather Morgan	42017	Memorial Gardens					(2,256)		-	-	There are some retention payments are still due to Runnymede Borough Council
Heather Morgan	42034	Community Centre projects	100,000	-	-	100,000	5,847		100,000	-	Completion due end of March 2019 using full budget allocation. Project currently on site for construction. Anticipated overspend to be funded from Towpath Car Park.
Heather Morgan	42036	Plot 12&13 Towpath Car Park	41,200	-	15,000	56,200	-		15,000	(41,200)	Anticipated underspend
Heather Morgan	41328	Ashford MSCP Improvements	-	-	-	-	30,267		30,300	30,300	MAT has agreed this project to go ahead. Current costs associated with consultants. Parking review for Ashford currently being carried out.
Heather Morgan	42039	Bugle	1,450,000	-	-	1,450,000	988,220	-	1,457,000	7,000	Project is under development and expected to be completed by end of the financial year (likely completion date Feb 2019).
Heather Morgan	42040	82 Cranford Avenue	-	-	-	-	-	-	485,000	485,000	Negotiations in progress, anticipated purchase price of £485k
Heather Morgan	42041	Churchill	570,000	-	-	570,000	471,948	-	630,000	60,000	Construction project completed, awaiting final invoices.
Heather Morgan	42042	Ceaser Court	8,000,000	-	-	8,000,000	322,239	691,656	900,000	(7,100,000)	Planning permission & designing are underway. Project is expected to be completed by end of the 2019/20 financial year.
Heather Morgan	42054	Thameside House	-	-	2,600,000	2,600,000	269,864	601,020	605,000	(1,995,000)	Preliminary design underway for residential development
Heather Morgan	42052	Whitehouse	175,000	-	680,000	855,000	102,419	539,835	175,000	(680,000)	Demolition work has been completed. Planning permission & designing work are underway. Cabinet approval of design fees for AH and Hostel approved in July & September. Project due to be complete in 2020/21.
Heather Morgan	42056	Whitehouse - Hostel	-		210,000	210,000	-	-	100,000	(110,000)	
Heather Morgan	42055	West Wing				-	11,600	263,672	260,000	260,000	Current costs associated with consultants. Further costs to be incurred in 2019/20 for actual project start.
Keith McGroary	41619	Small Scale Area Regeneration	605,800	-	-	605,800	135,293	3,697	280,000	(325,800)	The small scale area regeneration covered 4 shopping parades; Edinburgh Drive, Groveley Road, Clare Road and Woodlands Parade. The first 2 shopping parades have been completed. Clare Road started on 7 th January and will be completed in approximately 4 weeks. Work will start on Woodlands Parade as soon as Clare Road has been completed; this too will take about 4 weeks. All work on the 4 shopping parades is expected to be delivered within this financial year. SCC have committed £101k to these projects and work is now underway to recoup that investment.
	External Funding		(238,100)	-		(238,100)	-	-	(101,000)	137,100	
Total			13,825,500	-	2,882,200	16,707,700	2,461,122	2,099,880	5,292,200	(11,415,500)	
27.3%											
Cllr Harvey - Leader											
Deborah Ashman & K Sinclair	42045	Ward Grants	-	44,200	28,900	73,100	30,900	-	73,100	-	Project is expected to be completed by end of this financial year
Total			-	44,200	28,900	73,100	30,900	-	73,100	-	
42.3%											

CAPITAL MONITORING REPORT AT 31 DECEMBER 2018

Portfolio Member / Service Head	Cost Centre	Description	Original Budget	Carry Forwards	Supplementary Adjustments	Revised Budget	Actuals YTD	Commit ments	Managers Projected Outturn	Managers Projection to Revised Budget	Comments
<u>Cllr Boughtflower - Corporate Management</u>											
Alistair Corkish	43003	New Software	20,000	-	-	20,000	667	5,000	20,000	-	Expenditure on various software enhancements throughout the financial year.
Alistair Corkish	43608	Other Hardware	38,000	-	-	38,000	12,806	10,845	38,000	-	Expenditure on various hardware enhancements throughout the financial year
Alistair Corkish	43611	Mobiles and Tablets	15,000	-	-	15,000	2,248	-	10,000	(5,000)	Expenditure expected later during this financial year
Alistair Corkish	43612	Mobile Device Management	10,000	-	-	10,000	8,832	-	8,800	(1,200)	The project has been completed
Alistair Corkish	43621	VDI	90,000	-	-	90,000	21,938	-	50,000	(40,000)	Project is in progress and expected to be completed by end of this financial year
Alistair Corkish	43622	ICT Network	30,000	-	-	30,000	28,605	-	30,000	-	Project is in progress and expected to be completed by end of this financial year
Alistair Corkish	43624	Council Chamber Audio	-	-	-	-	1,186	-	1,500	1,500	Project has already been approved by MAT to go ahead and the initial installation of equipment has been completed. Additional Expenditure for goosenecks and lapel mic to be incurred which can be funded through other ICT projects.
Alistair Corkish	43625	Customer Portal	10,000	-	-	10,000	-	-	-	(10,000)	Currently in touch with Suppliers about possible options. Project is not happening in this financial year
Alistair Corkish	43626	Customer Services Contact Cent	40,000	-	-	40,000	-	-	90,000	50,000	Various quotes have been invited which will be looked at and the decision will be taken based on specific requirements. Overspends can be funded through other projects within ICT. Project is expected to be completed by end of this financial year
Alistair Corkish	43627	Oracle Upgrade	10,000	-	-	10,000	8,735	-	8,700	(1,300)	The project has been completed
Alistair Corkish	43628	Reception Terminals	8,000	-	-	8,000	841	-	8,000	-	This is part of Lima project which is expected to start later in the year and expected to be completed by end of this financial year
Alistair Corkish	43629	Sharepoint Upgrade	35,000	-	-	35,000	-	-	-	(35,000)	It's doubtful if this project happens in this financial year. New Business case has to be completed which has to be approved in order to progress further.
Alistair Corkish	43630	SQL Server	30,000	-	-	30,000	2,940	-	20,000	(10,000)	This project is in progress and expected to be completed by end of this financial year
Alistair Corkish	43631	Canon Printer						57,947	57,900	57,900	Project is approved by MAT and expected to be completed by this financial year
Total			336,000	-	-	336,000	88,798	73,792	342,900	6,900	
Sandy Muirhead	42008	Project Lima	885,000	-	-	885,000	537,241	443,212	885,000	-	This project is in progress and expected to be completed by end of the financial year
Sandy Muirhead	43503	Agile Working	27,000	-	-	27,000	671	-	27,000	-	This project is interlinked with Project Lima which is to deliver office space reorganisation and consolidation, new modern furniture and storage functions. Project Lima is incorporating the roll-out of Virtual Desktop infrastructure which will create more flexible hotdesking opportunities. The Agile Working Project is therefore running alongside Lima particularly in relation to creating collaborative working spaces and providing technology to support group working.
Sandy Muirhead	43511	ScannersCorporateEDMS Roll out	31,000	-	-	31,000	-	-	31,000	-	This project will also be subsumed into an assessment of data capture and requirements for new scanners
Sandy Muirhead	43512	Sharepoint redesign & Relaunch	90,000	-	-	90,000	-	-	-	(90,000)	This project is under review along with other document management systems in the Council to determine which system best suites Council needs into the future. This project is highly unlikely to be completed in this financial year
Sandy Muirhead	43515	Corporate EDMS Project	93,300	11,500	-	104,800	-	-	-	(104,800)	Work on Phase II is being undertaken. Currently the full analysis is being undertaken to find out Licence requirements & software set up. This project is also linked with 'Project Lima' and not expected to be completed in this financial year.
Total			1,126,300	11,500	-	1,137,800	537,913	443,212	943,000	(194,800)	
			77.6%								
Total For Other			15,650,300	285,700	2,881,300	18,817,300	3,323,295	2,768,803	7,174,400	(11,642,300) #	
<u>Acquisition of Assets Scheme</u>											
Heather Morgan	42038	Acquisition of Assets	203,500,000	21,140,500	594,859,000	819,499,500	319,280,821	401	320,000,000	(499,499,500)	Forecast showing if no more acquisitions are made in the current financial year.
Total			203,500,000	21,140,500	594,859,000	819,499,500	319,280,821	401	320,000,000	(499,499,500)	
Total For Acquisition of Assets			203,500,000	21,140,500	594,859,000	819,499,500	319,280,821	401	320,000,000	(499,499,500) #	
			39.0%								
Total Expenditure			220,208,400	21,564,200	597,740,300	839,512,900	323,342,050	2,779,055	328,488,000	(511,024,300)	
Total Funding			(985,000)	-	-	(985,000)	(770,400)	-	(1,062,500)	(77,500)	
GRAND TOTAL			219,223,400	21,564,200	597,740,300	838,527,900	322,571,650	2,779,055	327,425,500	(511,101,800)	

Overview and Scrutiny

19 March 2019



Title	Revenue Monitoring Report		
Purpose of the report	To note		
Report Author	Laurence Woolven (Chief Accountant)		
Cabinet Member	Councillor Howard Williams	Confidential	No
Corporate Priority	Financial Sustainability		
Recommendations	To note the current level of spend		
Reason for Recommendation	Not applicable		

1. Key issues

1.1 This report provides a summary of the forecast outturn position for the 2018-19 financial year, based on income and expenditure up to the end of December 2018.

1.2 The forecast outturn below shows a positive variance of £2.960m.

	Revised Budget £'000	Forecast Outturn £'000	Variance £'000
Service level Expenditure	63,032	61,640	(1,392)
Housing Benefit Income	(31,221)	(31,171)	50
Service level Income	(9,664)	(11,358)	(1,694)
Salary budget saving (<i>actual vacancy savings are reflected in services expenditure outturn</i>)	(300)	-	300
Net Acquisition Income	(7,866)	(8,090)	(224)
Other Income	(209)	(209)	-
External Financing	(5,257)	(5,257)	-
Revenue Carry forward	(711)	(711)	-
Council Tax Income	(7,804)	(7,804)	-
Net	-	(2,960)	(2,960)

2. Options analysis and proposal

2.1 The following highlights variances greater than 5% or £5k of the spend area.

Leader

Spend Area	Variance £'000	Comment
Elections	(10)	No further expenditure expected provided there is no by election
Legal	(45)	Higher income due to more activity plus vacant posts
Total	(55)	

Deputy Leader

Spend Area	Variance £'000	Comment
Corporate Publicity	7	Additional staffing hours for Web related work partly offset by recharges
Total	7	

Corporate Management

Spend Area	Variance £'000	Comment
HR	(39)	Expenditure on Local Pay staffing lower than expected
ICT	(23)	Vacancy and software savings offset by loss of shared partnership funding
Corporate Management	(157)	Retention allowance payments lower than anticipated
Project Management	(114)	Projects not expected to be completed by year end, funding will need to be carried forward
Total	(333)	

Housing

Spend Area	Variance £'000	Comment
Homelessness	15	Floating support service contribution and other Homelessness initiatives
Housing Benefits Admin	(24)	Vacancy saving
Total	(9)	

Finance

Spend Area	Variance £'000	Comment
Chief Executive	12	Corporate training costs above budget
Audit	(45)	Savings expected due to vacancy (£35k) and counter fraud budget (£23k), although partly offset by £13k deficit on partnership income
Accountancy	14	Professional training costs
Misc Expenses	(13)	2017/18 Write off adjustment
Total	(32)	

Planning and Economic Development

Spend Area	Variance £'000	Comment
Planned Maintenance	(212)	Underspend expected on planned maintenance works
Economic Development	(866)	Majority of spending on Gigabit project (£500k), Business Incubator (£150k) and electric car charging (£175k) not happening in 18/19. Budget will need to rolled forward to next year
Asset Management Administration	42	Thameside House costs partly offset by savings on salaries, Elmsleigh Lifts, Knowle Green relocation and redevelopment and Spelthorne Leisure Centre
Planning Policy	23	Training and Legal costs
Planning Development Control	(305)	Additional resource in salary budget plus sharp increase in income from planning application fees and performance agreement

Building Control	(20)	Increased activity
General Property Expenses	(24)	Additional licenses granted for use of part of Bugle, back rent payment
Staines Town Centre Mgmt	(87)	Additional income from Elmsleigh Centre
Total	(1,449)	

Environment & Compliance

Spend Area	Variance £'000	Comment
DS Management and Support	(5)	Additional income from shared services
Refuse Collection	(195)	Higher income expected due to increased take up on green waste and textile services
Street Cleaning	(29)	Savings due to vacant posts
Waste Recycling	(248)	Contract fees no longer paid due to changes to the recycling credit system
Public Conveniences	(20)	Savings expected due to the closure of public convenience
Allotments	6	Income lower against budget
Car Parks	(709)	Higher income from increased usage of major car parks expected and backdated PCN subsidy payment
Licensing	(49)	HMO License income higher than budgeted
Community Safety	13	Higher CCTV maintenance costs
Total	(1,236)	

Community Well Being

Spend Area	Variance £'000	Comment
Com Care Admin	53	No capital recharge of DFG work partly offset by vacancy saving
Day Centres	33	Higher cleaning, tutor and equipment expenses plus higher needs income lower than anticipated

Meals on Wheels	14	Lower number of meals invoiced to date
Spelthorne Troubled Families	24	Family support funding from SCC lower, will attempt to seek additional funding from partners
SAT	(20)	Additional funding from SCC only confirmed in July 2018 and additional income from Fordbridge Day Centre
Leisure Administration	28	Community Care expenses
Spelthorne Leisure Centre	(15)	Increase in profit share forecast
Resource Centre	(9)	Employees budget underspending
Cemeteries	(70)	Income expected to exceed budget as a result of an increase in burials
Total	38	

Customer Services, Estates and Transport

Spend Area	Variance £'000	Comment
Facilities Management	52	Reduced levels of income from Knowle Green
Total	52	

2.2 Asset Acquisitions

The table below shows the latest monitoring position for the acquired assets, the net income is used to meet additional expenditure resulting from reduced government grant, Surrey County Council funding and other pressures.

	Revised Budget £'000	Forecast Outturn £'000	Variance £'000
Rental Income	(31,306)	(39,831)	(8,525)
Loan Interest Payable	14,395	18,819	4,424
Minimum Revenue Provision	7,345	7,345	0
Sinking Funds	1,700	5,577	3,877

Set Aside for specific revenue purposes	335	559	(224)
Net Income (used to fund Revenue budget)	(7,531)	(7,529)	0

- 2.3 The increase in rental income is as a result of additional in year acquisitions, primarily three buildings in Reading, Slough and Uxbridge. These new acquisitions mean that the amount of loan interest payable also increases.
- 2.4 As the 2018/19 budget was already balanced, the bulk of this year's net income from these properties is able to be placed in sinking funds to cover future changes in circumstance, such as capital refurbishments or rent free periods. The sinking funds will be built up over a number of years in anticipation of when required. The sinking fund positions for the various acquisitions are as follows:

	Balance 31/03/18 £'000	Movements 2018/19 £'000	Balance 31/03/19 £'000
BP Main Site	2,690	500	3,190
BP SW Corner	505	150	655
Elmbrook House	173	50	223
12 Hammersmith Grove	1,308	900	2,208
Stockley Park	350	100	450
Communications House	0	536	536
Thames Tower	0	1,121	1,121
Charter Building	0	1,543	1,543
Porter Building	0	677	677
Total	5,026	5,577	10,603

- 2.5 £224k from the new acquisitions will be used to support the 2018/19 revenue budget and if necessary meet any additional asset management resources required to support the growing portfolio. Any unapplied resources would be carried forward and earmarked for asset management resources or the supplementing of sinking funds.
- 2.6 A review of the Council's approach to bad debt provision is under way, any impacts on the revenue budget will be reported in future monitoring reports.
- 2.7 The Budget report will be presented to Cabinet in February, this report will take into account the impact of the acquisitions on future year's budgets.

3. Financial implications

3.1 Financial implications are as set out within the report and appendices.

4. Other considerations

4.1 There are none

5. Timetable for implementation

5.1 Bi – monthly reports are produced for Management team

Background papers: None

Appendices:

A and B

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APPENDIX A

2018/19 Net Revenue Budget Monitoring As at end of 31 DECEMBER 2018

	18/19	18/19	18/19	18/19
	Budget		Forecast	Variance
	Original	Revised	Outturn	to Revised
	£	£	£	£
Gross Expenditure	63,189,300	63,031,700	61,640,310	(1,391,390)
Less Benefits (offset by grant)				
Total Gross Expenditure excluding Benefits	63,189,300	63,031,700	61,640,310	(1,391,390)
Less Housing Benefit grant	(32,021,000)	(31,221,000)	(31,171,000)	50,000
Less Specific fees and charges income	(9,733,400)	(9,664,400)	(11,358,070)	(1,693,670)
Net Expenditure - broken down as below	21,434,900	22,146,300	19,111,240	(3,035,060)
Leader of the Council	1,404,000	1,408,300	1,355,910	(52,390)
Deputy Leader	563,400	573,100	580,300	7,200
Corporate Management	2,155,700	2,335,800	2,002,200	(333,600)
Housing	2,103,900	2,103,900	2,086,300	(17,600)
Finance and Customer Service	2,660,500	2,690,800	2,656,700	(34,100)
Planning and Economic Development	4,446,500	4,891,800	3,446,700	(1,445,100)
Environment and Compliance	5,691,200	5,730,700	4,483,540	(1,247,160)
Community Wellbeing	393,300	393,300	432,800	39,500
Transport	2,016,400	2,018,600	2,066,790	48,190
NET EXPENDITURE AT SERVICE LEVEL	21,434,900	22,146,300	19,111,240	(3,035,060)
Salary expenditure - vacancy monitoring	(300,000)	(300,000)	-	300,000
NET EXPENDITURE	21,134,900	21,846,300	19,111,240	(2,735,060)
NET EXPENDITURE	21,134,900	21,846,300	19,111,240	(2,735,060)
Asset Acquisition Income	(31,305,500)	(31,305,500)	(39,831,480)	(8,525,980)
Debt Interest Payable	14,395,300	14,395,300	18,819,005	4,423,705
Minimum Revenue Provision	7,344,700	7,344,700	7,344,700	-
Refurbishments Reserve Contributions	1,700,000	1,700,000	5,577,300	3,877,300
Interest earnings	(900,000)	(900,000)	(900,000)	-
Set aside for Independent Living	(56,000)	(56,000)	(56,000)	-
Revenue Contributions to Capital Outlay	747,000	747,000	747,000	-
BUDGET REQUIREMENT	13,060,400	13,771,800	10,811,765	(2,960,035)
Baseline NNDR Funding	(3,300,000)	(3,300,000)	(3,300,000)	-
Business Rates - Economic Development Set Aside	(1,000,000)	(1,000,000)	(1,000,000)	-
New Homes Bonus	(956,900)	(956,900)	(956,900)	-
NET BUDGET REQUIREMENT	7,803,500	8,514,900	5,554,865	(2,960,035)
2017/18 Revenue carry forward	0	(711,400)	(711,400)	-
Collection Fund Surplus/(deficit)	(48,100)	(48,100)	(48,100)	-
Income from Council Tax	(7,755,400)	(7,755,400)	(7,755,400)	-
Net Position	-	-	(2,960,035)	(2,960,035)

Appendix B				
REVENUE MONITORING 2018/19				
EXPENDITURE AND INCOME SUMMARY 31 DECEMBER 2018				
Results to	Budget		Forecast	Variance
31-Dec-18	Original	Revised	Outturn	to Revised
	£	£	£	£
Leader of the Council				
Employees	982,800	982,800	948,680	(34,120)
Other Expenditure	619,700	624,000	627,420	3,420
Income	(198,500)	(198,500)	(220,190)	(21,690)
	1,404,000	1,408,300	1,355,910	(52,390)
Deputy Leader				
Employees	137,600	137,600	153,600	16,000
Other Expenditure	431,800	441,500	451,500	10,000
Income	(6,000)	(6,000)	(24,800)	(18,800)
	563,400	573,100	580,300	7,200
Corporate Management				
Employees	1,604,000	1,612,300	1,397,000	(215,300)
Other Expenditure	596,000	767,800	614,600	(153,200)
Income	(44,300)	(44,300)	(9,400)	34,900
	2,155,700	2,335,800	2,002,200	(333,600)
Housing				
Employees	1,630,500	1,630,500	1,604,400	(26,100)
Other Expenditure	34,291,400	33,491,400	33,721,800	230,400
Housing Benefit grant income	(32,021,000)	(31,221,000)	(31,171,000)	50,000
Income	(1,797,000)	(1,797,000)	(2,068,900)	(271,900)
	2,103,900	2,103,900	2,086,300	(17,600)
Finance and Customer Service				
Employees	2,502,300	2,502,300	2,495,500	(6,800)
Other Expenditure	171,100	201,400	161,600	(39,800)
Income	(12,900)	(12,900)	(400)	12,500
	2,660,500	2,690,800	2,656,700	(34,100)
Planning and Economic Development				
Employees	2,062,300	2,062,300	1,912,930	(149,370)
Other Expenditure	3,712,700	4,158,000	3,263,050	(894,950)
Income	(1,328,500)	(1,328,500)	(1,729,280)	(400,780)
	4,446,500	4,891,800	3,446,700	(1,445,100)
Environment and Compliance				
Employees	5,308,500	5,314,500	5,483,100	168,600
Other Expenditure	4,272,700	4,237,200	3,847,040	(390,160)
Income	(3,890,000)	(3,821,000)	(4,846,600)	(1,025,600)
	5,691,200	5,730,700	4,483,540	(1,247,160)
Community Wellbeing				
Employees	1,747,500	1,747,500	1,768,200	20,700
Other Expenditure	681,400	681,400	733,700	52,300
Income	(2,035,600)	(2,035,600)	(2,069,100)	(33,500)
	393,300	393,300	432,800	39,500
Transport				
Employees	1,046,200	1,046,200	986,710	(59,490)
Other Expenditure	1,390,800	1,393,000	1,469,480	76,480
Income	(420,600)	(420,600)	(389,400)	31,200
	2,016,400	2,018,600	2,066,790	48,190
NET EXPENDITURE AT SERVICE LEVEL	21,434,900	22,146,300	19,111,240	(3,035,060)

REVENUE MONITORING 2018/19 EXPENDITURE AND INCOME SUMMARY 31 DECEMBER 2018				
Results to	Budget		Forecast	Variance
31-Dec-18	Original	Revised	Outturn	to Revised
	£	£	£	£
Total Employees	17,021,700	17,036,000	16,750,120	(285,880)
Total Other Expenditure	46,167,600	45,995,700	44,890,190	(1,105,510)
Housing Benefit grant income	(32,021,000)	(31,221,000)	(31,171,000)	50,000
Total Income	(9,733,400)	(9,664,400)	(11,358,070)	(1,693,670)
	21,434,900	22,146,300	19,111,240	(3,035,060)
Total Expenditure	63,189,300	63,031,700	61,640,310	(1,391,390)
Total Income	(41,754,400)	(40,885,400)	(42,529,070)	(1,643,670)
Net	21,434,900	22,146,300	19,111,240	(3,035,060)

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Overview and Scrutiny Committee

19 March 2019



Title	Fly tipping		
Purpose of the report	To note		
Report Author	Jackie Taylor Group Head Neighbourhood Services		
Cabinet Member	Councillor Daxa Patel	Confidential	No
Corporate Priority	Clean and Safe Environment		
Recommendations	The committee is asked to note this report		
Reason for Recommendation	Not applicable		

1. Key issues

- 1.1 Surrey County Council is the statutory Waste Disposal Authority (WDA) and is responsible for
 - Disposing of residual waste collected by district & borough councils
 - Providing community recycling centres where members of the public can dispose of their waste and recycling
- 1.2 In 1999, Surrey County Council awarded a 25 year contract to SITA to develop and operate waste management infrastructure in Surrey. The contract is supported by approximately £8 million per year of Waste Infrastructure Grant (formerly PFI credits) from the government.
- 1.3 SITA currently operate fifteen community recycling centres and four waste transfer stations on behalf of Surrey County Council and make arrangements for the recycling, treatment or disposal of all waste arising from these facilities. As part of the contracting arrangements, SITA also provide the capital investment required to develop waste management infrastructure.
- 1.4 SCC held a public consultation in 2015 in which 4,581 people responded to give their views on proposals which would result in significant changes at Surreys CRC's. The SCC Cabinet on 24 November 2015 agreed to a number of changes at CRCs, which were then implemented in April and September 2016. The most significant of these changes resulted in people using community recycling centres at various points across the county being charged to dump more than one bag of "non-household waste".
- 1.5 These charges were implemented at nine of 16 recycling centres in Surrey from 1 September 2016, Charlton Lane was 1 of the 9. This new charging

structure resulted in a direct cost to residents to dispose of construction materials including plasterboard, breeze blocks, bricks, rubble, soil, stones, turf and tiles, as well as tyres from motorbikes and other motorised vehicles.

- 1.6 Residents were given a "free daily allowance" of chargeable waste, one bag, one item or a single sheet of plasterboard. Any items in excess of these amounts are chargeable at £4 per bag or item, or £50 a car load. Trade waste is no longer accepted at Charlton Lane. The tipping points for business/trade waste are now located in Epsom, Guildford & Leatherhead.
- 1.7 Whilst we have no evidence to suggest that these changes in 2016 to tipping points for businesses local to Spelthorne and the surrounding area has had a direct impact on the number of commercial type fly tips it is reasonable to accept that this is possible.
- 1.8 The responsibility for the management of fly tipping falls into 3 separate categories:
 - Private land
 - Highway land, roads, carriageways & footpaths
 - Spelthorne owned land

Private land

Land managers, occupiers or owners of private property are responsible for clearing and disposing of any fly-tipping found on private land. However at the land owner's request we may investigate such incidents and where appropriate take enforcement action, we have no obligation to clear fly-tipped waste on private land. The Environment Agency investigates the larger (more than a tipper load), organized (linked to criminal business practices), or hazardous (waste over 75L which have the potential to damage the environment) incidents of illegal dumping on public land.

Highway land, roads, carriageways & footpaths

As a Waste Collection Authority and Principal Litter Authority the Council has significant duties placed upon it, included in these duties is the requirement for SBC to remove fly tips from highway land, where it is safe to do so. Where fly tips are deposited on busy carriageways which require traffic control to remove the debris, responsibility for removal sits with the County Council. These duties are in the main to be found in the Environmental Protection Act 1990 along with specific powers afforded to the Council which it may make use of when discharging these duties. As a Local Authority the Council does of course have a far wider remit and in acting for the community there is a balance to be struck when considering its use of these powers.

The capacity for the Council to respond efficiently and effectively to low level crimes that affect local environmental quality (LEQ) has improved significantly with the commencement of powers afforded to it by the Clean Neighbourhoods Act 2005 and the appointment of the Joint Enforcement Team. Data capture and sharing is also improving with the advent of central information hubs and working protocols that enable the Council and its partners to work together and focus effectively on those issues identified as a priority. Our overall aim is to improve the local environmental quality for residents through co-ordinated awareness, education, control, inspection and enforcement campaigns.

Spelthorne owned land

This usually refers to public open space, public parks cemeteries and allotments. These fly tips are treated in much the same way as if they were on private land. As land owner we are responsible for dealing with the waste and arranging its disposal as well as investigating the incident with a view to prosecuting the perpetrator.

In all cases the Environment Agency will not normally become involved in fly tipping unless the tip is:

- Large
- Linked to criminal business practices
- Hazardous
- An illegal waste site

It is unlikely that the Environment Agency will clear fly tipped waste, although it may provide other assistance or advice if the environment or human health is under threat.

1.9 Reporting of fly tipping is mandatory through DEFRA via WasteDataFlow (WDF) to assist with national statistics on municipal waste arising's. The data is used in many ways, including:

- EU waste statistics regulation data returns
- Waste frame directive
- Public resource
- Parliamentary questions & public enquiries

WasteDataFlow went operational in April 2004, as a web based system developed for local authorities in England, Scotland, Northern Ireland and Wales to report essential information on municipal waste collection and management. The system was developed to replace a number of the traditional municipal waste management surveys, providing a single comprehensive data return and more frequent monitoring of progress against Article 5 of the Landfill Directive.

In addition to the input to WDF the JET officers collate their own statistics to enable us to better understand the effect of fly tipping on our own local communities, and also to enable us to better identify "hot spots" and perpetrators.

1.10 Data taken from WDF which works on base costs for a specific activity indicates the costs of removing fly tipping over the last 3 years is as follows:

- 2016 £76,605
- 2017 £92,790
- 2018 £92,398

1.11 Spelthorne's monitoring of fly tipping indicated in the table and graph at 1.13 indicates that there has been a steady increase of the number of reported fly tips since the changes were implemented at Charlton Lane in 2016.

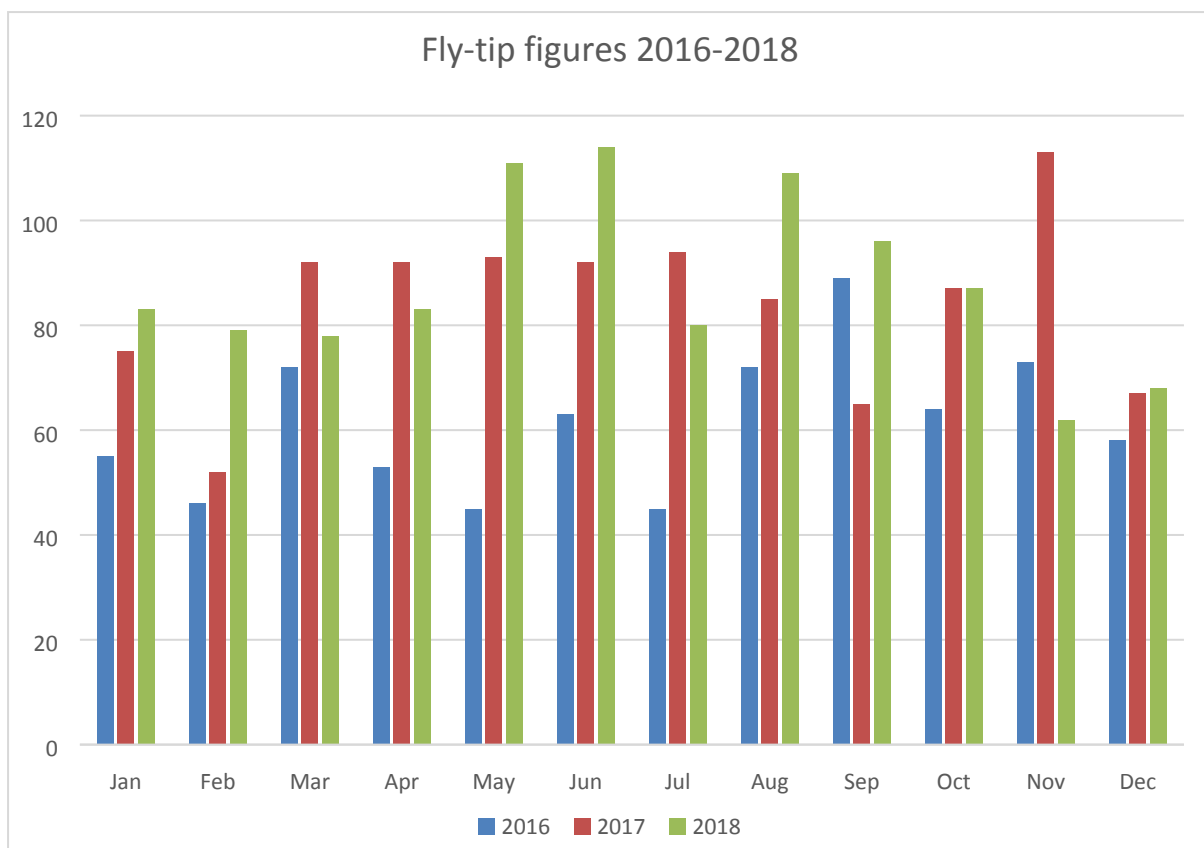
1.12 It is important to note that other changes may have contributed to this increase, these include improved monitoring & reporting, greater communication on

the work of the JET, fly tipping campaigns. National increases should also be taken into consideration, during 2016/17 there was a 16% increase on the previous year.

1.13 Spelthorne fly tipping data

- 2016 735 fly tips
- 2017 1007 fly tips
- 2018 1050 fly tips

Fly tips	2016	2017	2018
Jan	55	75	83
Feb	46	52	79
Mar	72	92	78
Apr	53	92	83
May	45	93	111
Jun	63	92	114
Jul	45	94	80
Aug	72	85	109
Sep	89	65	96
Oct	64	87	87
Nov	73	113	62
Dec	58	67	68



1.14 The National Fly-Tipping Prevention Group (NFTPG) notes that the causes of fly-tipping are many and varied, including:

- financial gain or saving by the perpetrator;

- a lack of waste disposal facilities or access to them; and
- laziness and an attitude that someone else will clear up the waste.

1.15 The House of Commons Communities and Local Government Committee highlighted some of the evidence it had received to explain the increase in fly-tipping cases in its March 2015 Report on Litter and Fly-tipping in England: The Government considered that the increase may, in part, be due to more incident being reported by local authorities due to a new online reporting facilities; whereas witnesses representing local councils and landowners pointed to the introduction of charges for collection of household items and garden waste by waste collection authorities.

2. Financial implications

2.1 It is important to note that the WDF costs referred to in 1.10 are calculated by taking into account set amounts for reporting, investigating, clearing and disposal costs and are not actual figures.

2.2 Due to the way in which Spelthorne collects fly tipping, specific financial data in relation to the management of fly tipping is not recorded.

3. Other considerations

3.1 Surrey County Council launched a consultation in December 2018 entitled “Shaping Surrey’s Community Recycling Centres”. This was one of a number of consultations related to Surreys need to review and reduce spend on all the services it provides for the county’s residents.

3.2 The aim of this CRC review was to make further savings while maintaining the service to residents. Views were sought on the following topics:

- The permanent closure of up to six smaller CRC sites located in Bagshot, Cranleigh, Dorking, Farnham, Lyne (Chertsey) and Warlingham
- Further changes to the charging waste scheme to introduce wood and roofing felt to the scheme
- Introduce a price increase for all materials in the charging waste scheme
- Charge an annual application fee to residents for a van permit (owners of vans, trailers and pick-ups are currently required to register van permit before they can visit a CRC. This is provided FOC and entitles them to 12 visits in a calendar year).

3.3 Spelthorne submitted its own objections and concerns to these proposals as did over 12,000 residents. At the SCC Cabinet meeting on Tuesday 29 January 2019 it was agreed that no additional changes referred to in 3.2 would be implemented. SCC recognised the concerns raised by residents via the consultation and agreed that the proposals/changes would not be implemented if the savings could be found elsewhere.

3.4 It is also worth noting that the Government has issued new powers to enable Councils to issue FPN’s to householders for breach of duty of care in relation to their disposal of their household waste. This change commenced from January 2019 and S.34 of the Environmental Protection Act 1990 has been amended. Prior to this date Householders could only be prosecuted for the breach of duty of care or for fly-tipping if the evidence supported it. The power to issue an FPN along with a period of Education for householders would be another valuable tool in our arsenal for the reduction of fly-tipping. The FPN penalty can be set between £150 and £400. A

report will be submitted to Cabinet in June which will provide more information on this new power.

Background papers: There are none

Appendices: There are none

Overview and Scrutiny Committee

19 March 2019



Title	Recycling & waste collections		
Purpose of the report	To note		
Report Author	Jackie Taylor Group Head Neighbourhood Services		
Cabinet Member	Councillor Daxa Patel	Confidential	No
Corporate Priority	Clean and Safe Environment		
Recommendations	The committee is asked to note this report		
Reason for Recommendation	Not applicable		

1. Key issues

- 1.1 Neighbourhood Services collects rubbish and recycling on alternate weeks from in excess of 40,000 properties in Spelthorne, this is a statutory service that we are required to provide for all of the boroughs domestic properties.
- 1.2 We also provide a garden waste collection service from 11,469 properties on alternate weeks, this is a paid for non-statutory subscription service.
- 1.3 The 3 in 1 weekly service is also provided whereby food waste, small waste electrical items and textiles are collected at the same time.
- 1.4 The 3 in 1 collections vary from week to week and the take up service for food waste is approx. 33%. It is not possible to provide figures for textiles and electrical items as these items are placed out on a very ad-hoc basis.
- 1.5 Missed bins are not defined as complaints unless we have failed to collect a reported missed by the end of the next working day. It is reasonable to accept that mistakes do occur when collecting up to approx. 40,000 wheeled bins on a weekly basis.
- 1.6 There are many reason why bins are reported as missed. These can vary from genuine missed bins to access issues, contamination, bins not out and residents being generally confused about collection schedules, what to place in the various bins, open bin lids and excess waste.
- 1.7 We regularly work with the residents, management companies and the boroughs housing associations to overcome some of these issues as we realise that errors do happen when separating waste. This is especially so in the case of bulk bins which mainly service flat type developments.
- 1.8 We are required to report nationally on 2 indicators:

- NI191 Decrease in residual domestic waste per household
- NI192 Increase in recycling rate

1.9 We report locally on 1 KPI which is the % of missed bins reported and collected within 24 hours.

1.10 There is no longer a requirement for councils to report nationally their missed bin numbers and it is therefore difficult to compare ourselves with other local authorities. However there has recently been a lot of FOI activity asking numbers of reported missed bins. The results were then published in the national media and showed that in 2018 the following councils recorded complaints per 1000 households:

Elmbridge	411
Surrey Heath	373
Wealden	303
Bath & Somerset	292
Broxtowe	289
Sutton	270
Thanet	266
Birmingham	244
Tameside	241
West Oxfordshire	229

By way of comparison Spelthorne miss 16 per 1000

1.11 Bins reported as missed for any reason are recorded at the first point of contact and the reason for the non-collection is explored. In some cases residents are told the reason for non-collections and advised how to get their bin collected on the next schedule. Other bins that relate to road access issues or genuine misses are returned for the following working day. The returns are carried out in 2 ways, either a crew return whereby the crew that missed the collection return to collect the bin in their working day or under special another crew will carry out the collection, again within 24 hours.

1.12 Each refuse crew collects on average 1200 bins per day, of the 1200 they average 1 miss per day (for all reasons). This is reduced to less than 1 per day for recycling.

1.13 Garden crews collect an average of 573 bins per day on each round although this figure can vary significantly depending on how many bins are placed out on any given collection day. The number of missed bins per crew for garden waste averages at less than 1 per day.

1.14 The table below shows the number of missed bins reported over a 6 month period June to December 2018:

Reason for non-collection	Refuse	Recycling	Garden
Missed	131	98	38
Access issues (Parked cars/bin codes)	68	48	6

Other	93	94	62
Total non-collected bins June-Dec	292	240	106
As a % of possible collections	Less than 1%	Less than 1%	Less than 1%

- 1.15 The majority of the reported non-collections are dealt with within 24 hours. However on a small number of occasions, particularly when residents are not happy with the service we provide they do raise a stage 1 complaint.
- 1.16 For the period Jan 18 to Jan 19 we have dealt with and responded to 14 stage 1 complaints and 0 stage 2 complaints related to refuse collection. The majority of these complaints related to non-collection or delivery of new garden waste bins.
- 2. Other considerations**
- 2.1 The Council implemented a no side waste collection policy in 2007. It is necessary for us to retain this restriction on the amount of refuse collected to ensure that the service remains sustainable and to keep our operating running costs at a manageable level. Retaining the no side waste collection policy also enables us to continue to work towards reducing the figures on residual waste per household and increase our recycling rates. This policy only relates to rubbish, we accept recycling side waste.
- 2.2 When exploring reported missed bins we also take into consideration underlying factors which may result in the resident being confused or unable to manage the requirements of our collection systems.

Background papers: There are none

Appendices: There are none

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Overview and Scrutiny Committee

19 March 2019



Title	Review of car parking in Ashford		
Purpose of the report	To note		
Report Author	Lee O'Neil, Deputy Chief Executive Bruno Barbosa, Interim Parking Manager		
Cabinet Member	Councillor Daxa Patel	Confidential	No
Corporate Priority	Clean and Safe Environment		
Recommendations	The Committee is asked to note the update on analysis of parking issues in Ashford town centre and the proposed additional enforcement exercise for the area.		
Reason for Recommendation	To note		

1. Key issues

- 1.1 In September 2016 Cabinet agreed the disposal of Ashford Multi-Storey Car Park (MSCP) for redevelopment.
- 1.2 Previous surveys had indicated a sensitivity around the level of car parking within Ashford town centre. The Cabinet therefore agreed that a proportion of the funding from any disposal of the multi-storey car park would be set aside to improve the car parking situation in Ashford, in recognition of the significant level of local concern from residents.
- 1.3 Since that date, the Council has been considering other options for redevelopment of the multi-storey car park site.
- 1.4 In view of ongoing concerns over parking provision in this area, a study was commissioned by Spelthorne to study the current supply and demand for parking within Ashford Town Centre at different times of the day and week, whilst also identifying recommendations on how the town centre could be improved. This study (by Markides Associates) was undertaken in June 2018.
- 1.5 The main conclusions from their study relating to parking were:
 - (a) The town centre is popular and busy with few vacancies, and the catchment quite local;
 - (b) Surveys have shown that only around 44% of shoppers access Ashford by car, so access by other modes is important;

- (c) Parking supports the town centre and is quite convenient. People like the easy access to and within the centre;
- (d) Most of the existing parking use was found to be for short durations of stay, with the majority of visitors to the centre staying for less than two hours. This was similar for the multi-storey car park and the parking on Church Road, where stays are limited to a maximum of two hours;
- (e) There was considerable spare parking (estimated at 196 spaces on weekdays and 224 on Saturday). Excluding the railway station and Tesco car parks (which serve particular functions), the spare capacity in the area remained at 150 spaces on a weekday/Saturday;
- (f) On-street parking was well-used, although there were still spare spaces;
- (g) The Tesco and Automatic Number Plate Recognition (ANPR) car parks experienced higher occupancy levels, reaching capacity at certain times of the day or week;
- (h) The multi-storey car park was very poorly used, with a maximum of 48 of 139 spaces used on a weekday, and less on a Saturday. Most users stayed for less than 2 hours;
- (i) There was evidence of a lack of enforcement associated with the parking on Church Road, with 7% of weekday users and 4% of Saturday users staying longer than 4 hours; taking up short-stay bays in prime locations;
- (j) The urban realm is dominated by the road and there are improvements that can be made to create a greater sense of 'place' and areas for more social interaction. This should include more landscaping, better pedestrian crossings, slower vehicle speeds and more space for people. There is an opportunity to introduce more on-street parking.

1.6 In order to assess the possible effects of improved enforcement, and establish the underlying causes for the parking patterns in the area (plus possible solutions to them), the Council made additional targeted funding available to dedicate a specific enforcement resource to the area for a period of three months (from 14 August – 13 November 2018).

1.7 Ashford had been identified as an area in need of increased enforcement by the Council's Civil Enforcement Officers, particularly due to the main road being mostly restricted and having limited-stay bays aimed at customers of the businesses within the town centre. The reported issues related to overstay in the limited-stay bays, and long-term use of unrestricted/restricted kerbside space by commuters.

1.8 A targeted deployment approach was taken, with an officer visiting a range of specified locations to log relevant vehicles in limited-stay bays, enforcing contraventions observed, and keeping a record of the kerbside space availability in each location (wherever vehicles could legally be parked was considered an available space).

Waiting restrictions were automatically enforced since a vehicle needs to meet specific conditions to be able to park in those restricted areas for any period of time.

Different officers were used at different times, to further ensure data would not be skewed by perception or personal error. This also ensured a varied data

source and prevented patterns from being used by drivers seeking to use them to their benefit.

Only public highway kerbside space and public car parks owned by the Council were considered for this dedicated enforcement.

- 1.9 During the three month enforcement exercise, approximately 5,168 visits were performed in Ashford by the Council's Civil Enforcement Officers. During this time:

- (a) There were only 32 occasions when there was no observed available space to park in a given road visited;
- (b) A total of 228 PCNs were issued, at an average of just over 3 PCNs per day;
- (c) The average of observed available spaces to park was 539.

- 1.10 The main conclusions were:

- (a) The enforcement exercise denoted a clear issue with abuse of parking restrictions, with a significant share of these having a direct association with specific businesses operating in the vicinity;
- (b) Commuter parking was an issue, but as additional enforcement was carried out there was no significant shift in parking routines aside from increased rotation of vehicles in specific areas;
- (c) The survey data did not show a meaningful unavailability of space in Ashford, i.e. whenever space was not available in a specific location there was normally an adjacent location with available space. The average space availability was around four times the total capacity of Ashford MSCP;
- (d) Despite the increase in enforcement activity and visual presence, Ashford MSCP remained mostly vacant, never having reached its capacity and preserving over 50% of available space on average every day;
- (e) The intelligent deployment approach designed could potentially enable focus on one specific town area for a limited time without significant negative impact on normal duties. Additional resources would however be required to apply this approach for a prolonged period or to more than one town centre at a time, since a targeted approach always implies a temporary reduction of available resources for other areas of the borough;
- (f) Enforcement of the two-hour waiting bays is made difficult due to this requiring the officer being able to evidence the arrival time of the vehicle. As there are no pay and display machines or physical tokens to establish arrival times, a vehicle overstaying can only be enforced by the officer observing the entire length of stay, without moving from the area between the initial and follow-up observations.

- 1.11 The additional visual presence provided some positive reassurance and throughout the period of targeted enforcement Council officers received a great deal of positive verbal feedback, particularly from businesses that would previously regularly call the car parks office to report vehicles overstaying the

permitted time. Much of this positive feedback is presumed to have focused around a potential higher rotation of vehicles in the free limited-stay bays.

2. Proposed further work

- 2.1 In order to evaluate any ongoing effects that the initial enforcement exercise had on parking in Ashford town centre and to provide further data on how enhanced enforcement affects parking patterns, a further three-month enforcement exercise will be undertaken in the area starting in March 2019.
- 2.2 The results from this additional enforcement, together with the data gathered from the initial enforcement exercise and parking study will be used to assess any improvements needed to parking provision and ongoing enforcement in Ashford town centre.
- 2.3 This additional enforcement exercise will provide enhanced data maturity and reliability, enabling patterns to be modelled more accurately and potential reassessment of deployment approaches, e.g. whether a risk management approach should be considered, establishing priority areas and taking into account the resource/benefit ratio achieved from deployed resources.

3. Financial implications

- 3.1 As the proposed deployment approach is designed around intelligent resource management, it is currently anticipated that the costs of the additional three month enforcement exercise will be covered by existing budgets. Close monitoring will, however, be required to ensure there is no negative impact on revenue streams or associated costs, and that service delivery standards are maintained.
- 3.2 The results from this exercise may suggest the need for changes to the enforcement approach going forward which could result in the need for additional future funding.

4. Other considerations

- 4.1 In undertaking a targeted deployment approach the Council must manage the potential risks of not being able to meet service expectations for enforcement requests in other areas of the borough. Resources will need to be managed effectively and if necessary additional resources may need to be provided, to ensure that other areas of the borough are not adversely affected.
- 4.2 The Council will ensure that an appropriate Equality Impact Assessment is undertaken to consider the needs of all members of the community in relation to any significant changes to parking provision and enforcement in the borough; and that appropriate mitigation measures are taken where necessary.

5. Timetable for implementation

- 5.1 The additional three-month enforcement exercise will commence in March 2019.
- 5.2 The results of this exercise will be evaluated with a view to reporting any recommendations for improvements to Cabinet in July 2019.

Background papers: There are none

Appendices:

['Ashford Car Parking Study – Current and Future Parking Requirements' \(August 2018 – Markides Associates\).](#)

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Review of Work undertaken by Overview and Scrutiny in 2018-19

Meeting date	Topic
July 2018	The role of Overview and Scrutiny
	Capital and revenue outturn 2017/18
	Project Management update
September 2018	Review of Community Safety
	Treasury Management Strategy Annual Report
	Temporary Flood Defence Scheme – EA update
	Project Management update
November 2017	Air Quality - review
	Capital Strategy presentation
	Budget Issues 2019/20 to 2020/21 presentation
	Capital and Revenue Monitoring Q2
	Houses in Multiple Occupation – Article 4 Direction
January 2019	Capital Strategy – pre-Scrutiny
	Heathrow and Southern Light Railway - update
	Housing Options update
	Leisure Centre consultation review
	Treasury Management half-yearly report
	Project Management update
March 2019	SW Rail update
	Fly Tipping - review
	Recycling and Waste collections - review
	Commercial Investments and management of risks - review
	Parking in Ashford - review
	Capital and Revenue Monitoring Q3
	Project Management update

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