

Minutes of Cabinet

15 July 2020

Present:

Councillor J.R. Boughtflower, Leader
Councillor J. McIlroy, Deputy Leader
Councillor M.M. Attewell, Portfolio Holder for Community Wellbeing and Housing
Councillor R.O. Barratt, Portfolio Holder for Compliance, Waste and Risk
Councillor S. Buttar, Portfolio Holder for Finance
Councillor R. Chandler, Portfolio Holder for Leisure Services and New Leisure Centre Development
Councillor A.J. Mitchell, Portfolio Holder for Planning and Economic Development
Councillor R.J. Noble, Portfolio Holder for Communications and Corporate Management

Councillors in attendance:

Councillor S.A. Dunn
Councillor N.J. Gething
Councillor C. Bateson
Councillor I.T.E. Harvey
Councillor D. Saliagopoulos
Councillor R.A. Smith-Ainsley

2714 Minutes

The minutes of the Cabinet meeting held on 26 February 2020 and the two extraordinary meetings held on 8 April 2020 were agreed as correct records.

2715 Disclosures of Interest

There were none.

2716 Homelessness and Rough Sleeping Strategy 2020-2025 - Key Decision

Cabinet considered a report on the Homelessness and Rough Sleeping Strategy 2020-2025.

The Homelessness and Rough Sleeping Strategy 2020-2025 sets out how the Council will tackle and prevent homelessness in the borough. The strategy sets out six key priorities, and is based upon the findings of an extensive Homelessness Review, feedback from two stakeholder events held in 2019, extensive feedback from local partners from the statutory and voluntary sectors, and responses from a six week public consultation which ran from December 2019 to January 2020.

Alternative options considered and rejected by the Cabinet: Do nothing

Resolved to approve the Homelessness and Rough Sleeping Strategy 2020-2025 as appended to the report.

Reason for Decision

The Council is required under the Homelessness Act 2002 to have a Homelessness and Rough Sleeping Strategy, which is now out of date. Following an extensive review the Homelessness and Rough Sleeping Strategy 2020-2025 sets out how the Council will tackle and prevent homelessness in the borough.

2717 Asset Management Plan

This item was withdrawn prior to the meeting.

2718 Annual Asset Investment Report

This item was withdrawn prior to the meeting.

2719 Community Asset Policy

This item was withdrawn at the meeting.

2720 Provisional Revenue Outturn Report 2019/20

Cabinet considered a report on the provisional revenue outturn for 2019/20.

The report noted a surplus for the year of £4.939m, of which £0.204m related to proposed carry forward items with £0.249m set aside in the General Fund Reserve, resulting in a net balanced budget.

Resolved to:

1. Note the provisional revenue outturn for 2019/20;
2. Approve the revenue carry forwards of £204,200; and
3. Approve the transfer to reserves for 2019/20.

2721 Provisional Capital Outturn Report 2019/20

Cabinet considered a report on the provisional capital outturn spend for 2019/20.

The majority of the £153.7m underspend related to property development schemes and the remainder to Corporate ICT projects. The proposed capital carry forward of £76.5m included £76.4m for the development of Oast House and various other capital schemes.

Resolved to:

1. Note the provisional capital outturn spend for 2019/20; and
2. Approve the capital carry forward of £76,525,900.

2722 Treasury Management Outturn Report 2019/20

Cabinet considered a report on the performance of the treasury management function.

Resolved to note the Treasury Outturn position for 2019-20 and the financial environment in global markets, as detailed in the report.

2723 Replacement heating/cooling systems at 3 Roundwood Avenue, Stockley Park

Cabinet considered a report on the urgent need to undertake works at 3 Roundwood Avenue, Stockley Park following the unexpected mechanical failure of the main chiller and boilers.

It was proposed that the Council forward funds the works, given their scale, and recovers the costs from the tenants via the service charge over the next 18 months.

Alternative options considered and rejected by the Cabinet:
Formally agree not to forward fund the works

Resolved to:

1. Approve the expenditure of £271,600 for the forward funding of works to replace the central plant (chiller and boiler system) at 3 Roundwood Avenue;
2. Approve the appointment of contractor B for the chiller works, and contractor D for the boiler replacement, following a competitive tender process; and
3. Authorise the Group Head of Corporate Governance to enter into any legal documentation necessary to formalise the appointments.

Reason for Decision

The works are of an urgent nature following the unexpected mechanical failure of the main chiller and boilers.

The building is fully let with repair and maintenance costs recoverable through a service charge. The works will greatly enhance the future potential for securing new lettings in the building.

The works have been competitively tendered and represent good value to the Council.

2724 Licensing Fees

Cabinet considered a report on the amendment to fees which had been missed from the February Cabinet Fees and Charges report and the introduction of a pavement licensing fee.

As part of the coronavirus business recovery plan, the Business and Planning Bill will make temporary provision for the application for a pavement licence to permit the placement of furniture on part of the highway adjacent to a

premises. This will allow the licence-holder to sell or serve food or drink. The Council is able to recover the costs it incurs to process the licence to a maximum £100 per licence.

Alternative options considered and rejected by the Cabinet:

- To propose alternative fees to those presented in the report.

Resolved to:

1. Approve the annual licensing fee for street traders;
2. Approve the annual licensing fee for private hire driver re-testing;
3. Approve a correction to the breakdown of HMO licensing fee;
4. Approve a new fee for the provision of pavement licences; and
5. Note that the HMO licensing fees are to be reviewed to ensure that charges reflect costs incurred and value for money.

Reason for decision

Councils are strongly encouraged to recover the full costs of their statutory licensing activities from the businesses who benefit (i.e. the licence holder), rather than placing the financial burden on the local tax payer.

2725 Appointments to Outside Bodies

Cabinet considered nominations for representatives to be appointed to outside bodies as set out in Appendix 1 to the report.

Resolved to appoint those representatives to the Outside Bodies as shown at Appendix 1 until June 2021.

Reason for Decision

The annual appointment of representatives to Outside Bodies helps the Council fulfil its community engagement role.

2726 Leader's announcements

The Leader made the following announcements and service updates from various Council departments:

“The work of the nationally acclaimed Swan Sanctuary in Shepperton has received a welcome boost thanks to the donation of a veterinary ambulance by Heathrow. The Swan Sanctuary was founded by Dorothy Beeson in the early 1980s and has been based in Shepperton since 2005. The team are on 24-hour alert, 365 days a year. When a ‘swan in distress’ call comes in, a local rescue squad is on its way within minutes to provide treatment. If the birds are seriously injured, they are transported to the sanctuary via veterinary ambulance and then assessed. Once a swan has been treated and regains its strength, it is transferred to a rehabilitation pen before being released back into its natural habitat.

Spelthorne has been working closely with Shepperton resident Diana Moran, also known as the Green Goddess, to share her ‘Keep Fit and Carry On’ exercise sessions on Council’s website and social media. During the early

days of the Covid-19 pandemic, Diana was brought back to the BBC after 40 years with her easy-to-follow exercise sessions for the over 65s and people who find exercising difficult.

As the fishing season has restarted on the River Thames, the Council has been reminding residents and visitors about the bye-laws relating to fishing which prohibit camping, fires and BBQs. Anglers must also remove their litter or risk receiving a fixed penalty notice or community protection warning letter. The Community Safety team have been patrolling areas of concern, notably the Old Bathing Station and Rivermead Island, and have issued nine community protection warnings.

The Council has been working with the Rotary Club and Painting Our World In Silver to create activity packs for elderly residents who may be feeling bored or lonely as a result of the changes brought about by Coronavirus. Many elderly residents have been forced to self-isolate during the pandemic and members of the Council's Community Centres have been greatly missing the companionship offered by the Centres. To help tackle the problem, Cllr Robert Noble set about raising funds and worked alongside the Shepperton and District Rotary Club which together donated £2,000. The packs have been distributed via a number of local groups including the Greeno and Fordbridge Centres, Purple Angels, Shepperton Community Support, community foodbanks and Spelthorne's Meals on Wheels clients.

The summer edition of the Bulletin magazine is being delivered to all homes in the Borough from 20 July. It includes articles about how the council has responded to Coronavirus, the work the Council is doing to support the armed forces community and an interview with one of our refuse collection teams.

We have been paying grants to businesses been affected by Coronavirus and to date have paid 980 grants under the retail and hospitality relief, totalling £12,695,000 and 109 discretionary business grants worth a total of £507,500."

2727 Property and Investment Committee minutes

Cabinet noted the minutes of the Property and Investment Committee meeting held on 22 June 2020.

2728 Urgent actions update

Cabinet noted urgent actions taken by the Chief Executive in consultation with the Leader since the last Cabinet meeting in February 2020.

2729 Urgent items

There were none.

NOTES:-

- (1) ***Members of the Overview and Scrutiny Committee are reminded that under Overview and Scrutiny Procedure Rule 16, the "call-in" procedure shall not apply to recommendations the Cabinet makes***

to the Council. The matters on which recommendations have been made to the Council, if any, are identified with an asterisk [*] in the above Minutes.

- (2) Members of the Overview and Scrutiny Committee are entitled to call in decisions taken by the Cabinet for scrutiny before they are implemented, other than any recommendations covered under (1) above.**
- (3) Within five working days of the date on which a decision of the Cabinet or a Cabinet Member is published, not less than three members [one of whom must be the Chairman] of the Overview and Scrutiny Committee are able to "call in" a decision;**
- (4) To avoid delay in considering an item "called in", an extraordinary meeting of the Overview and Scrutiny Committee will be convened within seven days of a "call in" being received if an ordinary meeting is not scheduled in that period;**
- (5) When calling in a Cabinet decision for review the members doing so should in their notice of "call in":-**
 - Outline their reasons for requiring a review;**
 - Indicate any further information they consider the Overview and Scrutiny Committee needs to have before it in order to conduct a review in addition to the written report made by officers to the Cabinet;**
 - Indicate whether, where the decision was taken collectively by the Cabinet, they wish the Leader or his nominee (who should normally be the Cabinet Member) or where the decision was taken by a Cabinet Member, the member of the Cabinet making the decision, to attend the committee meeting; and**
 - Indicate whether the officer making the report to the Cabinet or the Cabinet Member taking the decision or his/her representative should attend the meeting.**
- (6) The deadline of five working days for "call in" by Members of the Overview and Scrutiny Committee in relation to the above decisions by the Cabinet is the close of business on 23 July 2020.**