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MINUTES OF THE CABINET

22 MARCH 2011

PRESENT:

Councillor J.D. Packman (Leader of the Council and Chairman of the Cabinet);
Councillor R.A. Smith-Ainsley (Deputy Leader of the Council, Vice-Chairman of the Cabinet and Cabinet Member for Planning and Housing);
Councillor F. Ayers (Cabinet Member for Community Safety);
Councillor S. Bhadye (Cabinet Member for Independent Living);
Councillor C. A. Davis (Cabinet Member for Economic Development);
Councillor G.E. Forsbrey (Cabinet Member for Environment);
Councillor Mrs D.L. Grant (Cabinet Member for Young People and Culture);
Councillor Mrs. V.J. Leighton (Cabinet Member for Finance and Resources) and
Councillor Mrs. J.M. Pinkerton (Cabinet Member for Communications)

1697. MINUTES

The Minutes of the [Special Meeting](#) held on 8 February 2011 and the [meeting](#) held on 15 February 2011 were confirmed as a correct record.

1698. [MINUTES OF THE SPELTHORNE YOUTH COUNCIL MEETINGS – 8 FEBRUARY 2011](#)

Cabinet discussed the Minutes of the Spelthorne Youth Council meeting held on 8 February 2011.

RESOLVED to note the Minutes of the Spelthorne Youth Council meeting held on 8 February 2011.

1699. *[ANNUAL REVIEW OF THE CONSTITUTION](#)

Cabinet considered a report on suggested amendments and improvements to the Constitution.

The options considered were in the main body of the report.

RESOLVED TO RECOMMEND that Council agrees:

1. The amendments to the Constitution (in section 2 of the report) with effect from the third day after the local government elections in 2011 (9th May 2011).
2. That the Head of Corporate Governance publishes a new, updated version of the Constitution on the Council's website from the same date.

1700. *[PLANNING – AMENDMENTS TO SCHEME OF DELEGATION](#)

Cabinet considered a report on the proposed changes to the scheme of delegation regarding planning applications and the impact these changes would have.

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The options considered were in the main body of the report.

RESOLVED TO RECOMMEND that Council adopts option 2, as set out in paragraph 3.2, as the new scheme of delegation for dealing with planning matters, subject to the Head of Corporate Governance giving further consideration to the member call-in procedure.

1701. LOCAL LAND CHARGES FEES FOR 2011-2012

Cabinet considered a report on the proposed charging structure for Local Land Charges fees for 2011-12.

The options considered were in the main body of the report.

RESOLVED that Cabinet approves:

1. The fee structure for charging for searches for the financial year 2011-12.
2. The implementation of an enhanced service for personal search companies as set out in paragraph 2.2 of the report.

1702. COUNCILLORS' ICT OPTIONS

Cabinet considered a report on two alternatives for delivering ICT to Councillors in their homes.

The options considered were in the main body of the report.

RESOLVED that Cabinet agrees to offer Councillors two alternatives for delivering ICT in their homes. The options being:

1. The Council supplies all the equipment or;
2. Councillors use their own equipment.

Further discussions on these two options to take place through a Leader's Task Force.

1703. ADOPTION OF FOOD AND HEALTH AND SAFETY

Cabinet considered a report on the proposed Food and Health & Safety Service Plans for 2011-12. The Food and Health and Safety Service Plans set out how authorised officers intended to ensure that the local food and non-food businesses they visited produced and sold food that was safe to eat and/or safeguarded the health, safety and welfare of its employees and visitors.

The options considered were in the main body of the report.

RESOLVED that Cabinet adopts the Food and Health & Safety Service Plans for 2011-12.

1704. DOG CONTROL ORDER

Cabinet considered a report on a proposal for a Dog Fouling Order for playgrounds, parks, open spaces and public highways (pavements) within Spelthorne.

The options considered were in the main body of the report.

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RESOLVED that Cabinet authorises the Sustainability & Open Space Manager to proceed with a consultation on the implementation of a Dog Control Order for parks and highways within Spelthorne.

1705. LEISURE EVENTS PROGRAMME

Cabinet considered a report on the Leisure events programme for 2011.

The options considered were in the main body of the report.

RESOLVED that Cabinet agrees:

1. The main Leisure events programme for 2011.
 - (a) Youth Awards (A Youth Council event, with support and guidance from Leisure Services)
 - (b) 10K Road Race (Runnymede Runners and Staines Strollers clubs coordinate the event with support from Leisure Services).
 - (c) Summer youth events (Urban Jamming) - coordinated by Leisure Services.
 - (d) Sports Awards for the Surrey Youth Games and Spelthorne Sports Council. - Co-ordinated by Leisure Services in liaison with the sports council.
 - (e) An event to promote the 2012 open weekend and countdown to the Olympics.
 - (f) National Play Day - coordinated by Leisure Services
 - (g) Santa Sprint- coordinated by Leisure services
2. That the Leisure Services Department supports local community / voluntary groups to enable them to deliver community events, such as choirs/bands in parks and to promote community events by producing the summer events leaflet.

1706. PARKING SERVICES – FUTURE OF ON-STREET ENFORCEMENT

Cabinet considered a report on the future of on and off-street parking enforcement in Spelthorne. By carrying out on-street parking enforcement, this assists with the reduction of traffic congestion and dangerous parking.

The options considered were in the main body of the report.

RESOLVED that Cabinet:

1. Authorises the Head of Sustainability and Leisure to proceed with the development of the options for on-street parking enforcement, including collaborative bids with other districts and boroughs.
2. Delegates authority to the Assistant Chief Executive, in conjunction with the Leader and portfolio holder, to sign off any final for submission to Surrey County Council for on-street parking enforcement.

1707. EXEMPT BUSINESS

RESOLVED that under Section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in the paragraph, of Part 1 of Schedule 12A of the Act, indicated below.

1708. ELMSLEIGH CENTRE PHASE 3

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[Paragraph 3 – Information relating to the financial and business affairs of any particular person (including the Authority)]

Cabinet considered a report on the changes proposed by Clerical and Medical for the Elmsleigh Centre Phase 3 extension.

The options considered were in the main body of the report.

RESOLVED that Cabinet authorises the Deputy Chief Executive, in consultation with the Leader, to vary the development agreement between the Council and Clerical Medical Investment Group Limited in respect of the Elmsleigh Centre Phase 3 works until the Cabinet meeting in September 2011.

1709. INSURANCE TENDER – KEY DECISION

[Paragraph 3 – Information relating to the financial and business affairs of any particular person (including the Authority)]

Cabinet considered a report on the appointment of the preferred contractor for the provision of Insurance Services for the authority.

The options considered were in the main body of the report.

RESOLVED that Cabinet agrees:

1. To appoint Travelers as the main contractor for the provision of insurance services.
2. To appoint Aviva and Bureau Veritas as contractors for the provision of engineering insurance and inspections.
3. To appoint ACE (through Maven Underwriting) as the main contractor for the provision of Personal Accident cover.

NOTES:-

- (1) Members of the Overview and Scrutiny Committee are reminded that under Overview and Scrutiny Procedure Rule, 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 three 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 three 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 29 March 2011.**