

Minutes of the meeting of the
Spelthorne JOINT COMMITTEE
held at 6.30 pm on 23 January 2017
at Council Offices, Knowle Green, Staines-upon-Thames TW18 1XB.

Surrey County Council Members:

- * Mrs Denise Saliagopoulos (Chairman)
- * Mr Ian Beardsmore
- * Mrs Carol Coleman
- * Mr Robert Evans
- * Mr Tim Evans
- * Ms Denise Turner-Stewart
- * Mr Richard Walsh

Borough / District Members:

- * Cllr Ian Harvey
- * Cllr Sandra Dunn
- * Cllr Mark Francis
- * Cllr Alison Griffiths
- * Cllr Naz Islam
- * Cllr Richard Smith-Ainsley
- * Cllr Howard Williams

* In attendance

1/16 APOLOGIES FOR ABSENCE [Item 1]

None. All Joint Committee members were present.

2/16 MINUTES FROM THE FINAL LOCAL COMMITTEE MEETING [Item 2]

Minutes from the final Local Committee held on 26 September 2016 were agreed and approved as an accurate record.

3/16 DECLARATIONS OF INTEREST [Item 3]

There were no declarations of interest.

4/16 CHAIRMAN'S ANNOUNCEMENTS [Item 4]

The Chairman Mrs Denise Saliagopoulos welcomed a new member to the Joint Committee, Cllr Sandra Dunn from Spelthorne Borough Council.

5/16 SPELTHORNE BOROUGH COUNCIL LEADER & VICE CHAIRMAN'S ANNOUNCEMENTS [Item 5]

The Vice Chairman and Leader of Spelthorne Borough Council, Cllr Ian Harvey, welcomed everyone to the new Spelthorne Joint Committee, which replaces the Local Committee.

Cllr Harvey also invited all those present to listen to the discussion at the Spelthorne Borough Council Overview and Scrutiny meeting on 7 February 2017 at the Leisure Centre, to discuss Staines Fire Station. Residents may submit written questions in advance of the meeting.

Mr Richard Walsh said that on behalf on Surrey County Council's Leader and Cabinet, he was delighted that Spelthorne has a Joint Committee and he welcomed closer working in the future for the benefit of local residents.

6/16 PETITIONS & PETITION RESPONSES [Item 6]

No petitions were received for this meeting. The petition received at the Local Committee meeting on 26 September 2016 was responded to at that meeting.

7/16 WRITTEN MEMBER QUESTIONS [Item 7]

One member written question was received from Mrs Carol Coleman regarding day care for the elderly and people with dementia in Spelthorne.

The question and answers from Spelthorne Borough Council and SCC are set out in Annex 1 to these minutes.

Mrs Coleman asked a supplementary question regarding the closing of the Alzheimer's Society day centres and what will happen to the people who attend the centres. Mr Tim Evans replied and it was the Alzheimer's Society that had decided to close the centres and that SCC is looking at what can be done. Mr Evans offered to find out more information for Mrs Coleman.

8/16 WRITTEN PUBLIC QUESTIONS [Item 8]

One written public question was received from Mr Andrew McLuskey regarding the change of name of the Committee.

The question and answer are set out in Annex 1 to these minutes. Mr McLuskey was not present to ask a supplementary question.

9/16 DECISION TRACKER (FOR INFORMATION) [Item 10]

The Chairman took the following items out of order. Item 9, Item 10, Item 11, Item 12 were received in the following order: Item 10, Item 12, Item 9, Item 11.

The Decision Tracker was acknowledged.

Mr Ken Snaith, Shepperton Residents Association, asked a question during the informal public question time regarding the ditches in Sheep Walk, Shepperton. He requested the rubbish be removed. The Area Highways Manager replied that due to no available budget the earliest this could be looked at would be April. Cllr Alison Griffiths said that if Mr Snaith emailed her with the details, she would arrange for a community pay-back team to clear the ditches.

10/16 REPRESENTATION ON JOINT COMMITTEE PARTNERSHIPS AND TASK GROUPS (EXECUTIVE FUNCTION) [Item 12]

Cllr Ian Harvey proposed changes to the wording for the Community Infrastructure Levy (CIL) Task Group in 2.9 and in the terms of reference in Item 12 Annex A (iii). Cllr Richard Smith-Ainsley seconded it.

Cllr Nick Gething's name should be removed from the task group membership in paragraph 2.9 and the wording 'the Borough Council portfolio holder for Planning and Economic Development' should remain.

The Spelthorne Joint Committee resolved to AGREE that:

- (i) Members be appointed to the partnerships and task groups listed in this report.
- (ii) Members be allowed to bring update reports from those groups, when relevant.
- (iii) The terms of reference for the Spelthorne Safer Stronger Partnership, Health and Wellbeing Strategic Group, Youth Task Group, Parking Task Group, Transport Task Group, Walton to Halliford Transport Study Steering Group and the Community Infrastructure Levy (CIL) Task Group, as in Annex A (i), Annex A (ii) and Annex A (iii), are agreed **with the following wording in the CIL Terms of Reference in Annex A (iii) to replace Section 2 'Membership of Task Group':**
 - 2. Membership of the task group will be:**
 - a. The Assistant Head of Planning (Policy) for the Borough Council who will also act as Chairman.**
 - b. The Borough Council Portfolio holder for Planning and Economic Development.**
 - c. A County Councillor for the Spelthorne Division who will be the Chairman of the Joint Committee where the Chairman is a County Councillor or the Vice Chairman where the Vice Chairman is a County Councillor.**
 - d. The Task Group reserves the right to invite other officer representatives from either Council to provide advice but they will have no voting rights.**

Reason: To enable the Spelthorne Joint Committee to be represented on relevant partnerships and task groups and for Committee members to be able to report back to the Joint Committee when appropriate.

11/16 ROLES AND RESPONSIBILITIES IN FLOOD RISK MANAGEMENT [Item 9]

Agenda item only

The Chairman thanked the officer from the SCC Flood Risk and Network Resilience Team for his presentation and answers to questions from the Committee. An officer from Spelthorne Borough Council's Neighbourhood Services also answered questions and confirmed that the Borough has enforced riparian responsibilities for many years, but she said that it was very difficult to enforce and the Council was looking at this. Articles have recently appeared in the Borough Bulletin and other methods of communication, to inform residents of their responsibilities.

The flood risk management presentation is attached to these minutes at Annex 2.

12/16 HIGHWAYS UPDATE (EXECUTIVE FUNCTION) [Item 11]

The Area Highways manager (NE) presented the report.

Mr Richard Walsh requested that the Highways Manager issues a press release on the achievements and results to inform residents, for example, the survey results from the raised speed limit in Charlton Lane.

Some members requested to discuss specific roads with the Highways Manager after the meeting.

Mr Walsh asked for feedback from the Area Highways Manager regarding snagging works by Costain on Walton Bridge. Mr Walsh would like the information at the March or July Joint Committee.

The Spelthorne Joint Committee resolved to AGREE to:

(i) Authorise the creation of a new cycle off-carriageway cycle route in Town Lane connecting Clare Road to Town Farm Way – comprising of shared and segregated sections – as shown in Annex B1 (paragraphs 2.5 to 2.8 refer).

(ii) Prioritise five schemes for the Horizon Roads Major Maintenance programme as detailed in paragraph 2.22 (paragraphs 2.20 to 2.22 refer; see also Annexes E and F).

(iii) DELETE 'Authorise the Area Highway Manager in consultation with the Chairman and Vice Chairman to decide Divisional Programmes for next Financial Year 2017-18, in the event that individual Divisional Members have not confirmed their priorities by 31st January 2017 (paragraphs 2.28 and 2.29 refer)', as this is no longer applicable because all priorities have been confirmed.

(iii) was (iv) Authorise the Area Highway Manager in consultation with the Chairman, Vice Chairman, and relevant Divisional Member(s) to undertake all necessary procedures to deliver the agreed programmes.

Reason: Recommendations are made to enable the 2017-18 Highways programmes funded by the Joint Committee to be decided in good time to facilitate timely delivery of those programmes.

13/16 FORWARD PROGRAMME 2016/17 [Item 13]

It was agreed that an update on Staines-upon-Thames town centre would be added to the forward plan.

14/16 DATE OF NEXT MEETING [Item 14]

To be held on Monday 20 March 2017 at 6.30pm in the Council Chamber, Spelthorne Council Offices, Knowle Green, Staines-upon-Thames TW18 1XB.

(6.30pm – 7pm: Informal Public Question Time)

The meeting which commenced at 6.30pm ended at 8.46pm.

Meeting ended at: 8.46 pm

Chairman

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SPELTHORNE JOINT COMMITTEE – 23 January 2017

Minutes: Annex 1

AGENDA ITEM 7

WRITTEN MEMBER QUESTIONS

1. Mrs Carol Coleman will ask the following question:

“Early years daycare settings in the borough have strict regulations concerning numbers of staff ratio to children and are inspected and monitored by OFSTED regularly to safeguard our young children. There is also an inspection and monitoring regime of youth centres and schools where children are looked after during the daytime.

QCC inspect and monitor homes for elderly and vulnerable people in the borough, but what about day centres for the elderly such as people with dementia? There should be a minimum ratio of staff to clients, and inspections to ensure that these people are getting a good standard of care and the correct stimulation and nutrition and fluids.

What are Surrey County Council and Spelthorne Borough Council doing to inspect and monitor Day Care for the elderly and people with Dementia in the borough and to safeguard them?”

Spelthorne Borough Council and SCC will give the following answer:

Karen Sinclair, Spelthorne BC Joint Group Head Community Wellbeing:

"We did some research with regards to this when we did an older person review of services and when we looked at starting the OPAL group (Older People Actively Living) in two of our day centres. The QCC only regulate Hospitals, GPs, Doctors & care home not Day/Communities centres because of the type of member attending the centre.

But when we did start the group we looked at what advice they gave care homes and we also talked to various different care providers and what they did. Their recommendations have been incorporated. Furthermore, we have successfully participated in a complex and thorough framework agreement

with Surrey County Council whereby they checked a range of factors such as staff training, first aid provision and activities. As a result Surrey County Council staff are able to make direct referral to the services.

In terms of specifics with regards to ratios, we try to keep that to 1 staff member to 5 group members plus with a good bank of volunteers that help on a day to day basis some of them give 1-2-1 if a member need that extra bit of support/attention.

Our support workers have backgrounds in care and care homes and also have NVQs. If they don't have NVQs then we help them to get that qualification.

Both Centre Managers and deputies also are qualified to NVQ level, staff have been on lots of different training course to help them with different types of illness and circumstances and continue to attend different courses."

Michelle Head, SCC Area Director, Adult Social Care:

"Day care provision as Spelthorne Borough Council explains is not a regulated service via the Care Quality Commission. Surrey County Council's Quality Assurance Managers will support day care providers if they are needed to assist a service where issues have been raised. The Safeguarding Advisor in the Locality Team's can also visit providers to offer guidance and support with training if required. All services purchased directly by the County Council are reviewed by social care practitioners, to ensure an individuals needs are being met and quality standards are met."

AGENDA ITEM 8

WRITTEN PUBLIC QUESTIONS

1. Mr Andrew McLuskey will ask the following question:

"Can the Chairman explain the change of name (and apparent other changes) relating to the Committee and its work?"

Jane Last, Surrey CC Head of Community Partnership & Safety, will give the following answer:

"Councillors and officers of both Surrey County Council (SCC), and Spelthorne Borough Council (SBC) are committed to working together for the residents of Spelthorne. The Spelthorne Joint Committee (SJC), aims to improve outcomes and value for money for residents by strengthening local democracy and improving partnership work within the borough.

The SJC is a Joint Committee of SCC and SBC set up under the provisions of Section 102 of the Local Government Act 1972. Building on the work of the

Local Committee (Spelthorne), the SJC is a true equal partnership between both Councils with all members fully and equally involved on all items considered by the committee.

The SJC is a jointly constituted committee as such the SJC can consider functions delegated to it from both authorities, promoting closer joint working. As a Joint Committee both SCC and SBC have ownership and control over the committee process and an ability to put forward items on the agenda. In comparison the previous Local Committee (Spelthorne) was a SCC constituted committee and as such it could only be consulted on, or make decisions upon SCC functions.

The remit of the SJC is expanded, as in addition to carrying out the SCC functions previously performed by the Local Committee (Spelthorne), the SJC will also consider a range of functions delegated to it by SBC, with appropriate oversight. The development of the new Joint Committee between the Councils, with its expanded remit, is a further step towards our stronger partnership working.”

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Roles and Responsibilities in Flood Risk Management

Tom Pooley

Strategic Network Resilience Team
Surrey County Council



SURREY

Strategic Network Resilience Team

Sustainable Drainage and Consenting Team:

- Assess sustainable drainage proposals on major developments
- Consent alterations to watercourses

Flood Risk Asset Management and Programming Team:

- Bid for funding from Central Government for flood schemes
- Project manage and lead on the development of flood schemes

Strategy and Partnerships Team:

- Write and implement Local Flood Risk Management Strategy
- Support with local community groups and Flood Action Groups



Roles and Responsibilities

Risk Management Authorities – refers to any organisation with an interest in flood risk management. Flood and Water Management Act (2010) sets out ‘duty to co-operate’.

Environment Agency:

- National ‘strategic overview’ of flooding from all sources
- Develop and deliver flood alleviation schemes
- Main Rivers



Roles and Responsibilities

Surrey County Council:

- Local Flood Risk Management Strategy for their area
- Manage flood risk from Ordinary Watercourses
- Manage flood risk from groundwater and surface water flooding
- Highway drainage
- Develop and deliver flood alleviation schemes

District and Borough Councils:

- Ordinary Watercourses
- Approve drainage systems through planning process
- Develop and deliver flood alleviation schemes

Highways England

- Highway drainage



Roles and Responsibilities

Water Companies (Thames Water/Southern Water):

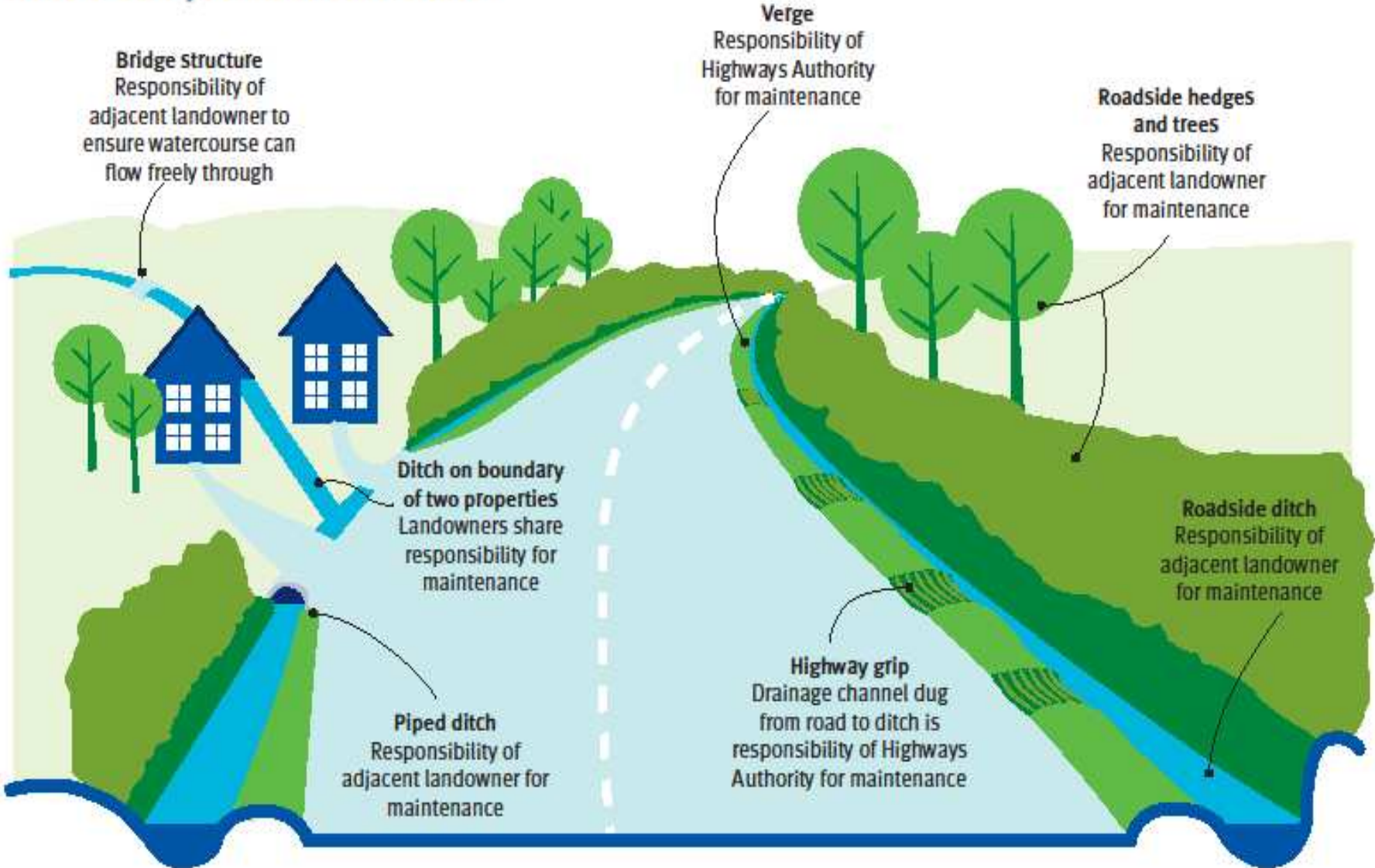
- Maintaining foul sewer and surface water network

Riparian owners:

- Common law duty to accept flow of water onto land and pass on to adjacent landowner
- Ordinary watercourses (that run through or adjacent to their land)
- Protecting own property from flooding

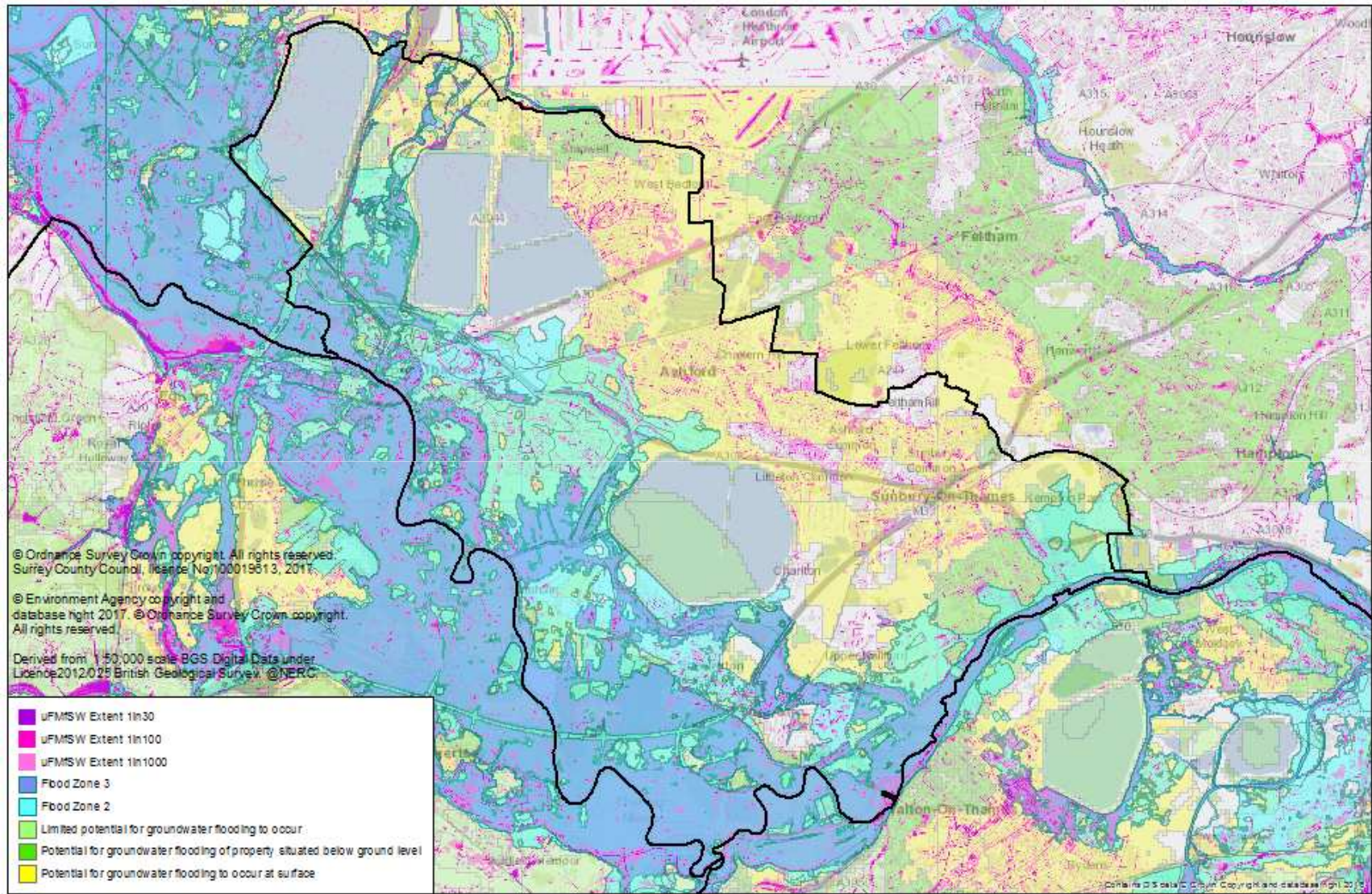


Who is responsible for what?



Joint work with SBC and SCC

- 15 communities supported to write emergency plans
- EA, SCC and SBC officers based in same office fortnightly
- National Flood Forum – in process of establishing Flood Action Group in North Staines
- Support to RTS community engagement events



Questions?



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