



Please reply to:

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Date: 13 November 2018

Notice of meeting

Cabinet

Date: Wednesday, 21 November 2018

Time: 7.00 pm

Place: Goddard Room, Council Offices, Knowle Green, Staines-upon-Thames

The members of the Cabinet	Cabinet member areas of responsibility
I.T.E. Harvey (Leader)	Leader and Council Policy co-ordination
A.C. Harman (Deputy Leader)	Deputy Leader and Communications
M.M. Attewell	Community Wellbeing
C. Barnard	Planning and Economic Development
J.R. Boughtflower	Corporate Management
M.P.C. Francis	Housing
D. Patel	Environment and Compliance
O. Rybinski	Customer Service, Estates and Transport
H.R.D. Williams	Finance

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AGENDA

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- 1. Apologies for absence**
To receive any apologies for non-attendance.
- 2. Minutes** **5 - 14**
To confirm the minutes of the meeting held on 26 September 2018 as a correct record.
- 3. Disclosures of Interest**
To receive any disclosures of interest from councillors in accordance with the Council's Code of Conduct for members.
- 4. Leader's announcements**
To receive any announcements from the Leader.
- 5. Recommendation from the Audit Committee on Corporate Risk Management** **15 - 28**
Councillor Williams

To consider the recommendation of the Audit Committee following its review of the Corporate Risk Register.
- 6. Authority Monitoring Report and five-year housing land supply statement** **29 - 172**
Councillor Barnard

To consider the Authority Monitoring Report together with the corrected Statement of five year housing land supply which was deferred from the meeting of 26 September 2018.

(Copies of the appendices referred to in the report are available in the Members' Room and will be made available to the public at the time the agenda is published).
- 7. Meals on Wheels contract procurement for the supply of meals - Key Decision** **173 - 178**
Councillor Attewell

To consider a report on procurement of the Meals on Wheels contract for the supply of meals.

- 8. Capital Monitoring Report** **179 - 186**
Councillor Williams
- To note the Capital spend covering the period April to September 2018.
- 9. Revenue Monitoring Report** **187 - 198**
Councillor Williams
- To note the Revenue spend covering the period April to September 2018.
- 10. Calendar of Meetings 2019-2020** **199 - 206**
Councillor Harvey
- To consider the draft Calendar of Meetings for 2019-2020 and make a recommendation to Council.
- 11. Urgent items**
- To consider any items which the Chairman considers as urgent.
- 12. Exempt Business**
- To move the exclusion of the Press/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.
- 13. Exempt Report - West Wing, Council Offices, Knowle Green, Staines-upon-Thames - Key Decision** **207 - 222**
Councillor Harvey
- To consider a report requesting approval of a budget for design fees for the conversion of the West Wing, Council Offices, Knowle Green, Staines-upon-Thames and make a recommendation to Council.
- Reason for exemption**
- This report contains 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). In all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information because disclosure to the public would prejudice the financial position of the authority in the bidding procurement of contracts by allowing other parties to know the position of the Council. This in turn prejudices the

Council by (i) distorting the procurement process and (ii) prejudicing the opportunity for the Council to place contracts for the prudent management of its financial affairs.

14. Exempt Report - Investment Acquisition (Q) - Key Decision

223 - 230

Councillor Harvey

To consider the acquisition of the development and investment asset identified in the report.

Reason for exemption

This report contains exempt information within the meaning of paragraph 3 of Schedule 12A of 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): 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, disclosure to the public would prejudice the financial position of the authority in the bidding process for the site by allowing other bidders to know the position of the Council. This in turn prejudices the Council by (i) distorting the bids process and (ii) prejudicing the opportunity for the Council to acquire a site through the Council for the prudent management of its financial affairs.