



Please reply to:

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Date: 29 January 2024

Notice of meeting

Development Sub-Committee

Date: Tuesday, 6 February 2024

Time: 7.00 pm

Place: Council Chamber, Council Offices, Knowle Green, Staines-upon-Thames TW18 1XB

To the members of the Development Sub-Committee

Councillors:

H.R.D. Williams (Chair)
S.N. Beatty (Vice-Chair)
M. Beecher
M. Bing Dong

T. Burrell
R. Chandler
M. Gibson
K. Howkins

N. Islam
L. E. Nichols
J.R. Sexton
P.N. Woodward

Substitute Members: Councillors C. Bateson, J.T.F. Doran, S.M. Doran, S.A. Dunn, A. Gale, M. Arnold, K.E. Rutherford, J.R. Boughtflower and S. Bhadye

Councillors are reminded that the Gifts and Hospitality Declaration book will be available outside the meeting room for you to record any gifts or hospitality offered to you since the last Committee meeting.

Spelthorne Borough Council, Council Offices, Knowle Green

Staines-upon-Thames TW18 1XB

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Agenda

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1. Apologies for absence & Substitutions

To receive any apologies for non-attendance and details of Member substitutions.

2. Minutes

5 - 16

To confirm as a correct record the minutes of the meeting held on 08 January 2024.

3. Disclosures of Interest

To receive any disclosures of interest from members in accordance with the Members' Code of Conduct.

4. Questions from members of the Public

The Chair, or his nominee, to answer any questions raised by members of the public in accordance with Standing Order 40.

At the time of publication of this agenda no questions were received.

5. Urgent Actions

To consider any urgent action that have arisen since last meeting.

6. Forward Plan

17 - 18

To note the Forward Plan for future Development Sub-Committee business.

7. Exclusion of Public and Press (Exempt Business)

To move the exclusion of the Press/Public for the following items, 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.

8. Investment Portfolio Review by JLL

19 - 52

To receive a presentation on the Investment Portfolio Review conducted by JLL.

9. Investment Portfolio - Second Valuation Review Analysis

53 - 60

To receive a presentation on the second valuation of assets, with a valuation date of 31 March 2023.

10. Asset's Capital Project Review 24/25 61 - 68

To receive a presentation on the Assets Capital Projects 2024/25.

11. Annual Business Plans 69 - 102

To receive the Annual Business Plans for BP International Campus, Porter Building, and Elmbrook House.

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**Minutes of the Development Sub-Committee
8 January 2024**

Present:

Councillor H.R.D. Williams (Chair)
Councillor S.N. Beatty (Vice-Chair)

Councillors:

M. Bing Dong	K. Howkins	J.R. Sexton
T. Burrell	N. Islam	P.N. Woodward
M. Gibson	L. E. Nichols	

Substitutions: Councillors A. Gale (In place of M. Beecher)

Apologies: Councillors M. Beecher & R. Chandler

In Attendance: Councillor C. Bateson

1/24 Apologies for absence & Substitutions

Apologies were received from Councillor Beecher and Councillor Chandler. Councillor Gale attended as substitute for Councillor Beecher.

2/24 Minutes

The minutes of the meeting held on 11 December 2023 were agreed as a correct record.

3/24 Disclosures of Interest

Councillors Beatty, Beecher, Burrell, Chandler, Gibson, Howkins, Nichols and Williams advised the Committee that they were members of the Planning Committee and therefore would not be making comment on any applications due to come before the Planning Committee.

Councillor Sexton advised that she was a Surrey County Councillor.

Councillor Nichols advised that he was a member of Knowle Green Estates Board.

4/24 Questions from members of the Public

There were none.

5/24 Urgent Actions

There were none.

6/24 Forward Plan

The Sub-Committee queried when the Investment Portfolio Review, which had been expected for January 2024, would be presented to the Sub-Committee and were advised that this had been moved to the February 2024 meeting.

The Sub-Committee **resolved** to note the Forward Plan.

7/24 Exclusion of Public and Press (Exempt Business)

Councillor Williams advised the Sub-Committee that he had received complaints from residents who felt too much Sub-Committee business was conducted in Part 2. Councillor Williams requested that Officer's give careful consideration as to whether a report needed to be confidential.

It was proposed by Councillor Gibson, seconded by Councillor Nichols and **resolved** to exclude the public and press be excluded for the following agenda items, in accordance with paragraph 3 of part 1 of Schedule 12A of the Local Government Act 1972 (as amended) because it was likely to disclose 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 being able to undertake even-handed negotiations and finalizing acceptable contract terms.

8/24 Local Authority Housing Fund (LAHF) Property Acquisitions

The Sub-Committee considered a report from the Group Head – Assets on the possible acquisition of a property under Round Two of the Local Authority Housing Fund.

The Sub-Committee **resolved** to approve the recommendations as set out in the report.

9/24 Annual Commercial Property Report 2022/23

The Sub-Committee received the Annual Commercial Property Report for the year to 31 March 2023 and were advised that in future the report would be produced in July and there would be half-yearly updates.

The Sub-Committee **resolved** to note the Annual Commercial Property Report for the year ending 31 March 2023.

10/24 Annual Business Plans

The Sub-Committee received the Annual Business Plans for World Business Centre 4, 3 Roundwood Avenue, and the Charter House.

Councillor Islam left at 21:17

The Sub-Committee **resolved** to note the Annual Business Plans for World Business Centre 4, 3 Roundwood Avenue, and the Charter House.

11/24 Staines Regeneration Masterplan Uses

It was agreed that this item would be held in the public session and was taken ahead of Item 8.

The Sub-Committee received a presentation from the Development Management Consultant and the Principal Asset Manager on the Staines Regeneration Masterplan. The presentation set out a possible joining up of the Town Centre and the river front with the possibility for smaller boutique style retail units and restaurants with external seating.

The Sub-Committee queried how the aspiration of joining the town centre and the river front would deal with the A308 which runs between the two and were advised that this would be considered as part of the process.

The Sub-Committee asked what the process would be for Councillors to provide feedback on the proposals and were informed that there would be stakeholder consultations which would include ward Councillors, the wider Councillor body, and the public.

The Sub-Committee queried whether there was a consensus on what properties were to be included in the masterplan and were advised that both the Oast House and Thameside House could potentially be excluded however no decisions had been made at this stage. The Sub-Committee advised that South-West Trains were running a consultation on how best to regenerate the train station and queried whether there was scope to work with them given the proximity of the Oast House to the station. The Development Management Consultant stated that this could be considered.

The Sub-Committee asked whether recent advice from the Environment Agency regarding flooding would be considered when developing the

masterplan. The Development Management Consultant advised that there were options around flood mitigation that could be considered.

The Sub-Committee **resolved** to approve the next steps as outlined on the final slide of the presentation allowing members of the Assets team to:

1. commence discussions with potential consultants,
2. undertake internal stakeholder consultations to scope out a delivery strategy,
3. prepare a delivery timetable to cover the period up to the point of selecting a delivery partner, including key milestones, and
4. prepare a schedule of required consultants and associated costs to report back to this Sub-Committee in March and April 2024.

The meeting finished at 21:37



Spelthorne Borough Council Services Committees Forward Plan and Key Decisions

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

A **Key Decision** is a decision to be taken by the Service Committee, 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.

Please direct any enquiries about this Plan to CommitteeServices@spelthorne.gov.uk.

Spelthorne Borough Council

Service Committees Forward Plan and Key Decisions for 29 January 2024 to 31 May 2024

Anticipated earliest (or next) date of decision and decision maker	Matter for consideration	Key or non-Key Decision	Decision to be taken in Public or Private	Lead Officer
Development Sub-Committee 06 02 2024	Annual Business Plans	Non-Key Decision	Private	Jeremy Gidman, Asset Management Consultant
Development Sub-Committee 06 02 2024	Asset's capital project Review 24/25	Non-Key Decision	Private	Coralie Holman, Group Head Assets
Development Sub-Committee 06 02 2024	Investment Portfolio - Second Valuation Review Analysis	Non-Key Decision	Private	Jeremy Gidman, Asset Management Consultant
Development Sub-Committee 06 02 2024	Investment Portfolio Review by JLL	Non-Key Decision	Private	Sian Bowen, Principal Asset Manager
Development Sub-Committee 25 03 2024	Asset Management Plan Review - KPIs and Risk Register	Non-Key Decision	Public	Coralie Holman, Group Head Assets
Development Sub-Committee 25 03 2024	Regeneration Portfolio Annual Business Plans	Non-Key Decision	Private	Jeremy Gidman, Asset Management Consultant
Development Sub-Committee 25 03 2024	Annual Investment Strategy for 2024/25	Key Decision It is significant in terms of its effect on communities living or working in an area comprising two or more wards	Public	Coralie Holman, Group Head Assets

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