



To:
All members of the
Corporate Policy and Resources
Committee

Please reply to:
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Date: 10 February 2025

Supplementary Agenda

Corporate Policy and Resources Committee - Monday, 10 February 2025

Dear Councillor

I enclose the following Urgent Action for the Corporate Policy and Resources Committee meeting to be held on Monday, 10 February 2025:

11. Urgent Actions

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To note those urgent actions which have been taken by the Chief Executive in consultation with the Leader since the last Corporate Policy and Resources meeting on 20 January 2025.

Yours sincerely

Karen Wyeth
Corporate Governance

To the members of the Corporate Policy and Resources Committee

Councillors:

J.R. Sexton (Chair)

R.V. Geach

L. E. Nichols

C. Bateson (Vice-Chair)

M. Gibson

O. Rybinski

M. Beecher

K.M. Grant

H.R.D. Williams

J.R. Boughtflower

K. Howkins

N. Islam

J. Button

M.J. Lee

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S.M. Doran

S.C. Mooney

Substitute Members: Councillors: M.M. Attewell, S.N. Beatty, D.C. Clarke,
J.T.F. Doran and A. Gale



URGENT ACTION TO APPROVE
Appointment of a director to KGE Board
7 February 2025

In accordance with the Terms of Reference, the Corporate Policy and Resources Committee acts as “the Council’s shareholder representative on the Knowle Green Estates Board”. Corporate Policy and Resources Committee on 9 December 2024 resolved to set up a Task and Finish Group (“the Group”) to consider matters relating to Knowle Green Estates Limited (“KGE”). At the Group’s first meeting on 5 February it was decided to recommend to the Corporate Policy and Resources to appoint Coralie Holman, Group Head Assets, as the director of KGE.

The appropriate committee would be the Corporate Policy and Resources Committee. The next scheduled meeting is on 10 February, but the reporting cycle for that meeting had completed as the agenda and all supporting reports have already been published.

The next KGE Board meeting is scheduled on 19 February. Delaying the decision from the Corporate Policy and Resources Committee on the appointment of the director to KGE Board till the next Corporate Policy and Resources Committee meeting on 24 March will mean that KGE Board would remain without an executive director for an extended period of time.

Background

Until 31 December 2024 Terry Collier, Chief Finance Officer, has held the role of the executive director on the KGE Board.

In the course of Best Value Inspection the issue of a potential conflict of interest for s.151 Officer and the role of a local authority company director was raised. Subsequently, the Council’s external auditor Grant Thornton raised the issue of KGE governance in their Annual Audit Report.

By way of an action point in response to the points raised the Chief Finance Officer stepped down as a director of KGE on 31 December 2024. The role remained vacant since then leaving KGE Board without an executive director.

It is in the best interests of the Council and KGE that an executive director is appointed as soon as practicably possible to comply with good governance principles.

Proposal

Subject to the resolution of KGE Board to appoint Coralie Holman, Group Head Assets, as a director of KGE.

Recommendation

Under Part 3(a) of the Council’s Scheme of Delegations... “In order to enable an urgent decision to be made, the Chief Executive has delegated power to take any decision which is so urgent that it cannot wait until the next scheduled meeting of the Council or relevant Committee and where the decision is not in contravention of established policies. In following this procedure, the Chief Executive is



required to consult with the relevant Committee Chair and Vice-Chair. The use of such urgent action must be reported to the next relevant Committee meeting”.

In light of the urgent need for an executive director of KGE to be appointed, this decision cannot wait until the Corporate Policy and Resources Committee on 24 March 2025.

Please could you therefore confirm that you will give approval to authorise this urgent action to appoint Coralie Holman, Group Head Assets, as a director of KGE subject to KGE Board resolution. If you are mindful to authorise this action, the Interim Group Head Corporate Governance will ensure that the action taken is noted on the Corporate Policy and Resources Committee agenda on 10 February.

I confirm that I give my delegated authority to take urgent action to agree to appoint Coralie Holman, Group Head Assets, as a director of KGE subject to KGE Board resolution for the reasons summarised in this note. I can confirm that I have consulted with the Chair and Vice Chair of the relevant Committee, and they are in full agreement.

Chief Executive

Date

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07/02/25