



To:
All members of the
Corporate Policy and Resources
Committee

Please reply to:
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Date: 10 November 2025

Supplementary Agenda

Corporate Policy and Resources Committee - Tuesday, 11 November 2025

Dear Councillor

I enclose the following item which was marked 'to follow' on the agenda for the Corporate Policy and Resources Committee meeting to be held on Tuesday, 11 November 2025:

2. Minutes

3 - 8

To confirm the minutes of the meeting held on 13 October 2025 as a correct record.

Yours sincerely

Karen Wyeth
Corporate Governance

To the members of the Corporate Policy and Resources Committee

Councillors:

J.R. Sexton (Chair)

D.C. Clarke

M.J. Lee

C. Bateson (Vice-Chair)

S.M. Doran

S.C. Mooney

M.M. Attewell

R.V. Geach

L. E. Nichols

M. Beecher

M. Gibson

H.R.D. Williams

J.R. Boughtflower

K.M. Grant

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J. Button

K. Howkins

Substitute Members: Councillors: M. Bing Dong, S.N. Beatty, H.S. Boparai, M. Buck,
S.A. Dunn, K.E. Rutherford and P.N. Woodward

**Minutes of the Corporate Policy and Resources Committee
13 October 2025**

Present:

Councillor J.R. Sexton (Chair)
Councillor C. Bateson (Vice-Chair)

Councillors:

M.M. Attewell	S.M. Doran	M.J. Lee
M. Beecher	R.V. Geach	L. E. Nichols
J. Button	M. Gibson	H.R.D. Williams
D.C. Clarke	K.M. Grant	

90/25 Apologies and Substitutes

Apologies were received from Councillors Boughtflower, Howkins and Mooney.

Councillor Woodward attended as substitute for Councillor Mooney.

91/25 Minutes

The minutes of the meeting held on 08 September 2025 were agreed as a correct record.

92/25 Disclosures of Interest

Councillor Attewell and Sexton declared that they were also Surrey County Councillors.

Councillor Nichols declared he sat on the Board of Directors for Knowle Green Estates.

Councillor Woodward declared he was a member representative on the Spelthorne Direct Services Board.

93/25 Questions from members of the Public

No questions were received

94/25 Q1 Corporate KPI Results

The Committee considered the Corporate Key Performance Indicators (KPIs) report for Quarter 1 2025/26.

The Committee requested that further reports include numbers involved as well as percentage figures so that members could understand what the targets set actually equated to.

The residential rent collection figure was requested as this had not been included within the data provided. The Group Head Assets advised the Committee that she would circulate the figures for the White House and Harper House via email to committee members.

Committee **resolved** to acknowledge the Corporate Key Performance Indicators report for Quarter 1 2025/26.

95/25 The Spelthorne Borough Council (Off-Street Parking Places Order) Amendment No.3) Order 2026

The Committee considered a report that had recently been brought before a meeting of the Environment and Sustainability Committee on 18 September. The committee had resolved to recommend that the Corporate Policy and Resources Committee consider the report and then make a recommendation to Council to approve the recommendations as outlined in the report.

The Parking Services Officer advised that the car parks owned by the Council were constantly monitored for misuse. All car parks had been looked at on an individual basis and a benchmarking exercise had taken place to look at charges.

The Committee was advised that a statutory public consultation would be launched to obtain the views of residents throughout the Borough. Councillors would also be able to express their views through this consultation process.

Committee **resolved** to recommend to Council to:

1. Authorise the Group Head Neighbourhood Services to proceed with the proposals made in this report and to implement The Spelthorne Borough Council Off-Street Parking Places (Amendment No. 3) Order 2026,
2. Authorise the Group Head Corporate Governance to publish all notices required to implement The Spelthorne Borough Council Off-Street Parking Places (Amendment No. 3) Order 2026; and
3. Authorise the Group Head Neighbourhood Services in consultation with the Group Head Corporate Governance to consider and address any

objections and to amend the proposals if necessary, following the public consultation.

96/25 Proposal to Terminate Waterfront Development Lease

The Committee considered a report that sought approval for the termination of the Conditional Agreement for Grant of Head Lease between Spelthorne Borough Council and Arora Waterfront Ltd and Arora Hotels Ltd.

The Committee were advised that all sites were being looked at on an individual basis as part of a managed programme and options for all sites would be considered.

The Group Head of Assets advised the Committee that the future of the site would be considered by their team in consultation with members.

Committee **resolved** to approve the termination of the 'Conditional Agreement for Grant of Head Lease' (Agreement) between Spelthorne Borough Council and Arora Waterfront Ltd and Arora Hotels Ltd.

97/25 Improvement & Recovery Plan

The Committee were advised that as part of the intervention by Commissioners an improvement plan needed to be agreed within the first six months. This plan needed to include recommendations from the Best Value Inspection, the Grant Thornton 2023/24 Audit Report and the Chartered Institute Public Finance and Accountancy Capital Assurance review. The Improvement and Recovery Plan would be a living document and would be shaped as the process progressed, particularly in respect of the Local Government Reorganisation. The Committee were advised that the IRP had been approved by the Commissioners.

The proposed Improvement and Recovery Board (the Board) would not be a decision making board. It would be monitoring all progress and report back to this committee and the Audit Committee. Subsequent decisions would be made by these committees. The Committee expressed concerns that only one councillor would be on the Board and suggested that this be looked at.

The Chief Executive advised the Committee that one of the risks identified within the plan was the lack of resource needed to achieve some of the targets. An exercise would be undertaken to identify all skilled resource needed and a report would be brought back to the committee in December in respect of additional resourcing required.

The Committee were advised that members were able to access information about the progress of the IRP through a portal that is available. Members were advised that the portal was not complete as work was still continuing on it.

Committee **resolved** to recommend to Council that:

1. The Improvement and Recovery Plan be approved,
2. The Reorganisation and Transformation Board be formally disbanded, the Improvement and Recovery Board be set up and the Terms of Reference in Appendix C be approved,
3. The reporting mechanisms be approved; and
4. Authority be delegated to the Corporate Policy and Resources Committee to approve changes to the Improvement and Recovery Plan as part of regular reporting arrangements.

98/25 Neighbourhood Services Procurement

Committee considered a report that sought authorisation for the Group Head Neighbourhood Services to start the procurement process for goods as detailed in the report and also to enter into a direct award with supplier A to install an additional glass balustrade rails outside the Eclipse Leisure Centre.

The Committee queried how often the outside gyms, that had been installed in council owned parks, were actually used. The Group Head Neighbourhood Services advised that she would consider how best to utilise them.

Committee **resolved** to:

1. Authorise the Group Head Neighbourhood Services to start the procurement process for goods as detailed at 2.2 of the report. These procurements are all fully funded,
2. Authorise the Group Head Neighbourhood Services to select the chosen suppliers and award the contracts.,
3. Authorise a direct award for additional Bespoke glass balustrade rails to supplier A who has already installed rails outside of the Eclipse Leisure Centre; and
4. Authorise the Group Head Corporate Governance to enter contracts with the chosen suppliers

99/25 Procurement Policies and Procedures

The Committee considered a report that sought approval of the amendments to the Council's Procurement Policies and Procedures.

The Group Head Governance advised the Committee that the policy needed to be updated to reflect the introduction of the Procurement Act 2023 and changes to the Council's Contract Standing Orders.

Committee **resolved** to:

1. note the updates and amendments to the Council's Procurement Policies and Procedures; and
2. Approve the updated Procurement Policies and Procedures.

100/25 Procurement support from Runnymede Borough Council

The Committee considered a report that sought agreement in principle to enter into an agreement with Runnymede Borough Council for them to provide Spelthorne Borough Council with support in the delivery of its procurement function.

The Committee asked whether there was any information in respect of the last internal audit of the procurement function undertaken at Runnymede. The Group Head Governance advised the Committee that they would email all committee members with the relevant information.

Committee **resolved** to:

1. Agree in principle to enter into a relevant agreement to support Phase 1 of the proposal as set out in Appendix A,
2. Delegate authority to the Group Head Corporate Governance and S151 Officer, in consultation with the Chair and Vice Chair of the Corporate Policy and Resources Committee, to finalise the details of the proposal; and
3. Delegate authority to the Group Head Corporate Governance to enter into the agreement and all ancillary documentation relating to Phase 1 of the proposal set out in Appendix A.

101/25 Forward Plan

The Committee **resolved** to approve the contents of the Forward Plan with the following additions:

A report entitled 'Updated Treasury Management Strategy to Reflect the Impact of Re-Profiled Loan Discounts and the Impact on the MTFP' to be considered at the meeting of the Committee to be held on 01 December 2025.

102/25 Urgent Actions

There were none.