

To:
All members of the
Council

Please reply to:

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Date: 27 July 2020

Supplementary Agenda

Council - Thursday, 30 July 2020

Dear Councillor

I enclose the following items which were marked 'to follow' on the agenda for the Council meeting to be held on Thursday, 30 July 2020:

- | | |
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| 10. Report from the Leader of the Council | 3 - 4 |
| To receive the reports from the Leader of the Council on the work of the Cabinet at the following meeting: | |
| Extraordinary Cabinet – 22 July 2020 | |
| 11. Report from the Chairman of the Audit Committee | 5 - 6 |
| To receive the report from the Chairman of the Audit Committee on the work of the Committee at its meeting held on 23 July 2020. | |
| 12. Report from the Chairman of the Licensing Committee | 7 - 8 |
| To receive the report from the Chairman of the Licensing Committee on the work of the Committee at its meeting held on 22 July 2020. | |

Yours sincerely

Gill Scott
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To the members of the Council

Councillors:

M.M. Attewell
C.F. Barnard
C.L. Barratt
R.O. Barratt
C. Bateson
I.J. Beardsmore
J.R. Boughtflower
A. Brar
S. Buttar
R. Chandler
N.L. Cornes
J.H.J. Doerfel
J.T.F. Doran

S.M. Doran
R.D. Dunn
S.A. Dunn
T. Fidler
N.J. Gething
M. Gibson
K.M. Grant
A.C. Harman
H. Harvey
I.T.E. Harvey
N. Islam
T. Lagden
V.J. Leighton

M.J. Madams
J. McIlroy
A.J. Mitchell
L. E. Nichols
R.J. Noble
O. Rybinski
D. Saliagopoulos
J.R. Sexton
R.W. Sider BEM
V. Siva
R.A. Smith-Ainsley
B.B. Spoor
J. Vinson

Report from the Leader of the Council on the work of the Cabinet

Extraordinary Meeting held on 22 July 2020

This is my report as the Leader of the Council on the work of the Cabinet. It is an overview of the main business considered by the Cabinet at its extraordinary meeting held on 22 July 2020.

Cabinet considered an urgent exempt report on a request for funding to enable the re-opening of the Spelthorne Leisure Centres.

Cabinet considered a number of options and after careful deliberation agreed:

1. To approve the proposed financial support package with Sports and Leisure Management Ltd to enable the reopening of the Council's Leisure Centres from 1 August 2020 as outlined in section 2.10 of the exempt report.
2. To authorise the Joint Group Heads for Community Wellbeing and the Group Head of Corporate Governance to finalise any necessary documentation.

Councillor John Boughtflower
Leader of the Council

30 July 2020

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Report of the Chairman on the Work of the Audit Committee

The Audit Committee held a meeting on 23 July 2020 and considered the following items of business.

1. Draft Corporate Risk Management Policy

The Committee considered the draft policy which proposed a more focused approach, targeting corporate risks that will impact on the delivery of the corporate objectives. The Committee provided feedback to further refine the draft policy.

2. Covid-19 Risk Considerations

The Committee noted a report setting out the most significant risks and opportunities to the Council in relation to the Covid-19 pandemic.

3. Corporate Risk Management

The Committee considered the report and accompanying Corporate Risk Register. It was agreed that the Chairman and Vice Chairman would meet with officers to discuss potential improvements to the format of the Corporate Risk Register. The Committee noted the update on the Corporate Risk Register and recommended it to Cabinet for approval.

4. Update from External Auditors

The external Auditors BDO provided an update to the Committee on progress made on the 2018/19 accounts and arrangements for work on the 2019/20 accounts. They had been hampered partly by the delay in KPMG, the previous Auditors, signing off the previous accounts and Value for Money statement for 2017/18 and because not all the required information was available. BDO were however hopeful that the audit of both the 2018/19 and 2019/20 accounts would be completed in October.

The Deputy Chief Executive advised the Committee that a formal complaint had been made to KPMG regarding the delay in finalising the accounts and Value for Money Statement for 2017/18. A holding response had been received from KPMG and further information was awaited.

5. Internal Audit Annual Report 2019-20

The Committee considered and noted the Internal Audit Annual Report which sets out the independent audit opinion for the financial year 2019-20 on the Council's internal control environment, risk management and governance arrangements. It was agreed that the Chairman and Vice Chairman would meet with officers to discuss potential improvements to the format of the Internal Audit Annual Report.

6. Annual Governance Statement 2019-20

The Committee considered the draft Annual Governance Statement (AGS) and the improvement actions identified in the Statement. The Committee agreed the AGS in principle, subject to a number of amendments, and recirculation of the final version for approval.

7. Internal Audit Annual Plan 2020-21

The Committee noted the revised annual plan for 2020-21 which had been reviewed and reprioritised as a result of the Covid-19 pandemic to take account of emerging and evolving risks.

8. Anti-Fraud, Bribery and Corruption Strategy

The Committee considered the Strategy and recommended the proposed changes to Cabinet, subject to amendments discussed and agreed.

9. Committee Work Programme

The Committee approved its Work Programme for the 2020-21 municipal year subject to the inclusion of training sessions for the Audit Committee before the next scheduled meeting in November 2020.

Councillor L. Nichols
Chairman of the Audit Committee

30 July 2020

Report of the Chairman on the work of the Licensing Committee

There has been one Licensing sub-Committee and one Licensing Committee since the last report, and I set out the main items of business considered at those meetings.

Licensing Sub-Committee – 16 March 2020

The Sub-Committee considered an application for a Premises Licence at Fora Restaurant, 13-15 High Street, Staines upon Thames, following representations for the Licensing Authority. The Sub-Committee agreed to grant the licence subject to additional conditions, for the reasons set out in the decision notice.

Licensing Committee – 22 July 2020

1. Appointment of Chairman

The Committee declined to appoint a Chairman for the Municipal year and instead drew lots and appointed Councillor R.W. Sider BEM as Chairman for the duration of this meeting. The Committee also agreed to hold an extraordinary meeting immediately prior to this Council meeting to appoint a Chairman and Vice-Chairman for the Municipal year.

2. Pavement Licensing Policy

The Committee considered a report on approval of a Pavement Licensing Policy following the Business and Planning Bill receiving Royal Assent. The Committee approved the draft Policy and authorised the Temporary Principal Licensing Officer to make any minor and consequential amendments.

3. Report on work of Sub-Committees

The Committee noted a report outlining the work undertaken by its Sub-Committees between 3 October 2019 and 16 March 2020.

Chairman of the Licensing Committee

30 July 2020

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