

*Please reply to:*

Contact: Gillian Hobbs  
Service: Committee Services  
Direct line: 01784 444243  
E-mail: [g.hobbs@spelthorne.gov.uk](mailto:g.hobbs@spelthorne.gov.uk)  
Date: 13 March 2018

## Notice of meeting

### Cabinet

**Date:** Wednesday, 21 March 2018

**Time:** 7.00 pm

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

<b>The members of the Cabinet</b>	<b>Cabinet member areas of responsibility</b>
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.B. Barnard	Planning and Economic Development
M.P.C. Francis	Housing
N.J. Gething	Environment and Compliance
A.J. Mitchell	Corporate Management
O. Rybinski	Customer Service, Estates and Transport
H.R.D. Williams	Finance

**Spelthorne Borough Council, Council Offices, Knowle Green**

**Staines-upon-Thames TW18 1XB**

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## **AGENDA**

**Page nos.**

1. **Apologies for absence**  
To receive any apologies for non-attendance.
  
2. **Minutes** **5 - 14**  
To confirm the minutes of the meeting held on 21 February 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. **Recommendation from Overview and Scrutiny Committee** **To Follow**  
To consider the recommendation from the Overview and Scrutiny Committee on a review of the Code of Corporate Governance.
  
5. **Response to Heathrow Consultation - Key Decision** **To Follow**  
**Councillors Barnard, Gething, Rybinski and Boughtflower**  
  
To agree the response from the Council to Heathrow's first public consultation.
  
6. **Food Safety and Workplace Health and Safety Service Plans 2018-2019** **15 - 48**  
**Councillor Gething**  
  
To consider the adoption of the Food and Health and Safety Service Plans for 2018/19.
  
7. **Leader's announcements**  
To receive any announcements from the Leader.
  
8. **Urgent items**  
To consider any items which the Chairman considers as urgent.
  
9. **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.

**10. Exempt report - Award of contract for provision of Insurance Services - Key Decision 49 - 50**

**Councillor Mitchell**

To consider the award of a contract for the provision of insurance services.

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) 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 as the bidders have not yet been advised of the outcome of the tender process and there is a statutory standstill period to be observed and tenderers need to be fully advised of the merits of their tender against the other. If tenderers were aware that this information is made available to the public prior to their notification it might discourage them from submitting tenders to the Council.

**11. Exempt report - Council Offices consolidation project - Key Decision 51 - 58**

**Councillor Harvey**

To consider a report on proposals to progress the Council office space consolidation project.

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) 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 ability of the authority to secure best value through a procurement exercise by allowing potential bidders to know the Council's estimation of the value of the related contract. This would distort the tender process and have a detrimental effect on the financial viability of the Council's office consolidation project.