



*Please reply to:*

Contact: Michelle Beaumont  
Service: Committee Services  
Direct Line: 01784 446337  
E-mail: m.beaumont@spelthorne.gov.uk  
Date: Friday, 25 June 2021

## **Notice of meeting**

### **Corporate Policy and Resources Committee**

**Date:** Monday, 5 July 2021

**Time:** 7.00 pm

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

#### **To the members of the Corporate Policy and Resources Committee**

Councillors:

|                             |            |                 |
|-----------------------------|------------|-----------------|
| L. E. Nichols (Chairman)    | S. Buttar  | A. Brar         |
| J.R. Sexton (Vice-Chairman) | J. McIlroy | O. Rybinski     |
| J.R. Boughtflower           | R.J. Noble | S.M. Doran      |
| C.F. Barnard                | N. Islam   | I.J. Beardsmore |
| V.J. Leighton               | S.A. Dunn  | V. Siva         |

*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**

[www.spelthorne.gov.uk](http://www.spelthorne.gov.uk) [customer.services@spelthorne.gov.uk](mailto:customer.services@spelthorne.gov.uk) Telephone 01784 451499

# Agenda

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**1. Apologies for absence**

To receive any apologies for non-attendance.

**2. Minutes of former Committees**

**7 - 26**

This is the first meeting of the Corporate Policy and Resources Committee and whilst there are no minutes for this Committee yet this is the most appropriate Committee for the final minutes of the Cabinet and Overview and Scrutiny Committee to be confirmed as a correct record.

Members are therefore asked to confirm the following minutes as a correct record:

1. the minutes of the ordinary meeting of the Cabinet on 19 May 2021;
2. the minutes of the ordinary meeting of the Overview and Scrutiny Committee on 23 March 2021 and the extraordinary minutes of the meeting held on 7 April 2021.

All three sets of minutes are attached.

Members are reminded that the only part of the minutes that can be discussed are their accuracy (Standing Order 10.1).

**3. Disclosures of Interest**

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

**4. Terms of Reference - Corporate Policy and Resources Committee**

**27 - 30**

To note the Corporate Policy and Resources Committee's Terms of Reference as detailed in part 3b of the Council's constitution which can be found online [here](#) and attached for ease.

**5. Nominations for Development Sub-Committee**

**31 - 32**

To nominate five members to the Development Sub-Committee taking into account political balance as set out in the attached document.

**6. Appointments to Outside Bodies for 2021-22**

**33 - 34**

This report seeks approval to appoint the representatives and deputy representatives to the Outside Bodies for 2021-2022 as shown at Appendix 1.

*(Appendix 1 will be published as soon as possible)*

|            |   |                  |
|------------|---|------------------|
| <b>7.</b>  | <b>Establishment of Task Group</b>  | <b>To Follow</b> |
|            | Committee are asked to:   |                  |
|            | 1. consider the establishment of an investigatory task group; and<br>2. the Terms of Reference for the task group ( <i>the terms of reference are to follow and will be published as soon as possible</i> )                   |                  |
| <b>8.</b>  | <b>Assets Portfolio Working Group</b>   | <b>35 - 38</b>   |
|            | To consider the establishment of an Asset Portfolio Working Group.  |                  |
|            | The Committee are asked to:   |                  |
|            | 1. agree to set up an Assets Portfolio Working Group<br>2. agree the proposed Terms of Reference (Appendix 1)<br>3. confirm the membership of the group (Appendix 1)<br>4. confirm the frequency of the group (Appendix 1)    |                  |
| <b>9.</b>  | <b>Treasury Management Strategy Outturn report</b>  | <b>39 - 52</b>   |
|            | Committee is asked to:  |                  |
|            | Note the treasury outturn position for 2020/21 and the challenging context of the financial environment in global markets in the face of the COVID-19 pandemic which pushed down both investment returns and borrowing costs. |                  |
| <b>10.</b> | <b>Recovery Action Plan</b>   | <b>53 - 90</b>   |
|            | Committee are asked to note the contents of the Recovery Action Plan report and Appendices.   |                  |
| <b>11.</b> | <b>Corporate Plan - Update</b>  |                  |
|            | To receive a verbal update on the status of the Corporate Plan.   |                  |
| <b>12.</b> | <b>Urgent Actions</b>   | <b>91 - 92</b>   |
|            | To note those urgent actions which have been taken by the Chief Executive in consultation with the Leader since the last Cabinet meeting on 19 May 2021.  |                  |
| <b>13.</b> | <b>Forward Plan</b>   | <b>93 - 102</b>  |
|            | To consider the Forward Plan for committee business.  |                  |

Committee is asked to:

1. approve the commencement of negotiations, by officers, to agree Heads of Terms with the vendor (if possible) on the terms as set out in the main report.
2. require officers to report back to either the Corporate Policy and Resources Committee or, once established, the Development Sub Committee, once negotiations on Heads of Terms have concluded, and for that body to determine:
  - a) whether to recommend the acquisition
  - b) the acquisition price
  - c) the capital budget for redevelopment
  - d) all aspects of due diligence to proceed further (if approved), including legal, planning, design, construction, costing, ground conditions, environmental considerations, financial strategy, treasury management strategy, governance, statutory compliance, tenant review and any other issues that may arise during the due diligence process.
3. agree for the body agreed above to report to the Corporate Policy and Resources Committee and full Council as required.

**Reason for exemption:**

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 in the bidding process for the site by allowing other bidders to know the position of the Council. This in turn prejudices the Council by (i) distorting the bids process and (ii) prejudicing the opportunity for the Council to acquire a site in order to enable regeneration in the Borough.

The Corporate Policy and Resources Committee are asked to:

1. agree specification changes sought by Planning Committee prior to submitting revisions to the Local Planning Authority (LPA).
2. note that subject to the above, Assets will finalise contract terms and build costs with the contractor. Execution of their contract is subject to planning, Development Sub-Committee, the Corporate Policy and Resources Committee and Full Council approval dependent on the value of spec enhancements agreed above.

**Reason for exemption:**

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 in the bidding process for the site/services by allowing other bidders to know the position of the Council. This in turn prejudices the Council by (i) distorting the bids process and (ii) prejudicing the opportunity for the Council to acquire a site/services in order to enable regeneration in the Borough.

**16. Exempt Report - COVID-19 recovery support for Leisure Centre Operators- amendment to Deed of Variation - Key Decision 175 - 194**

Committee is asked to:

approve the amendment of the Deed of Variation, extending the cap on the cash support, as approved by Cabinet on 24 March 2021 and as set out in paragraph 2.1 of the report towards the operator of the Council's two leisure centres to cover the period from April 2021 to end of June 2021, to now cover to the end of September 2021.

**Reason for exemption**

The report may be exempt from publication in accordance with Paragraph 3 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). The public interest in being transparent in transactions is outweighed by the financial affairs of the leisure operator being disclosed in discussions; this being financial information which is not publicly accessible. If the Council made this available to the public then it could impact the financial position of the operator as their competitors would have access to such information which in turn might affect the viability of the centres moving forward.

**17. Exempt Report - Proposed Award of Leisure Centre Contractor contract - Key Decision 195 - 222**

Committee is asked to:

1. approve the award of a Pre-Construction Services Agreement (PCSA) to the preferred bidder as the main contractor for the construction of the proposed new leisure centre.

2. recommend to Council the approval of the expenditure for this appointment.

**Reason for exemption:**

The report and appendices contain 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 in a competitive procurement process by allowing other bidders to know the financial position of the Council and other bidders. This in turn prejudices the Council by (i) distorting the procurement process and (ii) prejudicing the opportunity for the Council to achieve a competitive price and good value for money and (iii) might dissuade organisations bidding for the Council's tenders if their commercial information was put into the public domain.