

Please reply to:

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Date: 24 September 2021

Notice of meeting

Corporate Policy and Resources Committee

Date: Monday, 4 October 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

Substitute Members: Councillors C. Bateson, J.T.F. Doran, T. Fidler, H. Harvey,
D. Saliagopoulos, R.A. Smith-Ainsley and J. Vinson

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

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Agenda

Page nos.

1. Apologies for absence

To receive apologies for absence.

2. Minutes

7 - 18

To confirm the minutes of the meeting held on 5 July 2021 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. Stadbury Meadow Car Park

19 - 24

This item relates to an access agreement at Stadbury Meadow car park.

The appendix to this report is exempt from publication in accordance with paragraph 5 of Schedule 12A of the Local Government Act 1972 (as amended), because it contains:

Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings and information relating to the financial or business affairs of any particular person (including the authority holding that information) and in all the circumstances the public interest in maintaining the exemption outweighs the public interest in disclosing the information because disclosure to the public would prejudice both the financial affairs of the company and the Council as the information results from legal proceedings.

5. Recommendations from the Development Sub-Committee

a) Staines Library

25 - 44

This report and its appendices are exempt from publication in accordance with paragraph 3 of Schedule 12A of the Local Government Act 1972 (as amended), because it contains:

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 being able to undertake even-handed negotiations and finalising acceptable contract terms.

- b) **Proposal to Acquire Additional Car Parking by Way of a Lease – Charter Building, Uxbridge** **45 - 52**

A recommendation from the Development Sub-Committee on 20 September 2021 is attached.

This report and its appendices are exempt from publication in accordance with paragraph 3 of Schedule 12A of the Local Government Act 1972 (as amended), because it contains:

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 any lease, contract or other type of negotiation with the tenant or developer, who could then know the position of the Council.

- c) **Acquisition of Registered Providers' Street Properties**

A recommendation will follow from the Community Wellbeing and Housing Committee on 28 September 2021.

6. **Procurement of Mechanical Installations Service and Maintenance (for planned and responsive maintenance)** **53 - 64**

To consider the proposed procurement processes for various contracts, to commence on 1 April 2022.

The appendix to this report is exempt from publication in accordance with paragraph 3 of Schedule 12A of the Local Government Act 1972 (as amended), because it contains:

Information relating to the financial or business affairs of any particular person (including the authority holding that information). The public interest in maintaining the exemption outweighs the public interest in disclosing as it could put the Council at a competitive disadvantage in the procurement of these goods and services.

7. **Additional Short Term Funding for KGE** **65 - 68**

This report is exempt from publication in accordance with paragraph 3 of Schedule 12A of the Local Government Act 1972 (as amended), because it contains:

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 to enable regeneration in the Borough.

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| 8. | Asset Management Plan - Annual Report | 69 - 92 |
| | This report reviews the asset management plan that was agreed on 23 September 2020. | |
| 9. | Capital monitoring (Qtr. 1 April-June) | 93 - 102 |
| | The capital monitoring report covers the cumulative actual expenditure to date, against the cumulative council approved capital programme budget and compares this against the latest forecast outturn from officers. | |
| 10. | Revenue monitoring (Qtr. 1 April-June) | 103 - 118 |
| | This report provides a summary of the forecast outturn position for the financial year 2021-22 as at 30 June 2021. | |
| 11. | Re-procurement of Property Management Contracts | 119 - 132 |
| | This report seeks approval of a sourcing strategy for property management contract renewals. | |
| | Appendix 1 to this report is exempt from publication in accordance with paragraph 3 of Schedule 12A of the Local Government Act 1972 (as amended), because it contains: | |
| | Information relating to the financial or business affairs of any particular person (including the authority holding that information). The public interest in maintaining the exemption outweighs the public interest in disclosing as it could put the Council at a competitive disadvantage in the procurement of these goods and services. | |
| 12. | Sundry Debt Write Offs | 133 - 140 |
| | To consider debt write off requests in accordance with the council's standing orders. | |
| | The appendix to this report is exempt from publication in accordance with paragraphs 1 and 2 of Schedule 12A of the Local Government Act 1972 (as amended), because it contains: | |
| | Information relating to any individual and Information which is likely to reveal the identity of an individual. The information amounts to personal data and disclosure would not be in accordance with the Data Protection Act 2018. | |

13. Verbal update on the corporate plan

To receive a verbal update on Spelthorne Borough Council's corporate plan.

14. Appointments

a) Outside bodies

141 - 142

To consider an appointment to the Thames Landscape Strategy Partnership.

b) Development Sub-Committee

To consider an appointment to the Development Sub-Committee. The composition of the sub-committee is:

Group	Allocation	Appointed
Conservative	3 seats	Noble
Liberal Democrat	1 seat	Nichols
United Spelthorne	1 seat	H.Harvey
Other	2 seats	Doran – Labour Smith-Ainsley - ISG

c) Waterfront Hotel Investigation Review Group

To appoint a replacement for Councillor Sexton.

15. Forward Plan

143 - 150

To consider the forward plan for committee business.

16. Urgent Actions

151 - 152

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 5 July 2021.