



Please reply to:

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Date: 07 October 2022

Notice of meeting

Development Sub-Committee

Date: Monday, 17 October 2022

Time: 11.00 am

Place: Council Chamber, Council Offices, Knowle Green, Staines-upon-Thames TW18 1XB

To the members of the Development Sub-Committee

Councillors:

C.F. Barnard (Chairman)	M. Gibson	R.J. Noble
S. Buttar (Vice-Chairman)	H. Harvey	J.R. Sexton
C.L. Barratt	I.T.E. Harvey	V. Siva
R. Chandler	L. E. Nichols	

Substitute Members: Councillors C. Bateson, M. Beecher, J.R. Boughtflower, J. Button, S.A. Dunn, O. Rybinski, D. Saliagopoulos 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

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1. Apologies for absence & Substitutions

To receive any apologies for non-attendance and details of Member substitutions.

2. Minutes

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To confirm as a correct record the minutes of the meeting held on 03 October 2022.

3. Disclosures of Interest

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

4. Questions from members of the Public

The Chair, or his nominee, to answer any questions raised by members of the public in accordance with Standing Order 40.

At the time of publication of this agenda no questions were received.

5. Ward Issues

To consider any issues raised by ward councillors in accordance with Standing Order 34.2

At the time of publication of this agenda no ward issues were received.

6. Urgent Actions

To consider any urgent action that have arisen since last meeting.

7. Forward Plan

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The Committee are asked to note the Forward Plan for Development Sub-Committee business.

8. Exclusion of Public and Press (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.

9. Elmsleigh Centre Business Plan

Report to follow.

10. BP Campus - Annual Business Plan

Report to follow.

11. Letting - Matalan, unit 21/23 Elmsleigh Centre

17 - 28

12. Refurbishment of the Rill in Memorial Gardens, Staines-upon-Thames

Report to follow.

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**Minutes of the Development Sub-Committee
3 October 2022**

Present:

Councillor C.F. Barnard (Chairman)

Councillors:

C.L. Barratt	H. Harvey	R.J. Noble
R. Chandler	I.T.E. Harvey	
M. Gibson	L. E. Nichols	

Apologies: Councillors S. Buttar, J.R. Sexton and V. Siva

In Attendance: Councillors C. Bateson and M. Beecher

56/22 Apologies for absence and substitutions

Apologies were received from Councillors Buttar, Sexton and Siva.

57/22 Minutes

The Committee **resolved** to agree the minutes of the meeting held on 5 September 2022.

58/22 Disclosures of Interest

Councillor Gibson advised the Committee that she was a member of the Planning Committee and therefore would not be making comment on any applications due to come before the Planning Committee.

59/22 Questions from members of the Public

There were none.

60/22 Ward Issues

There were none.

61/22 Urgent Actions

There were none.

62/22 Forward Plan

The Committee **resolved** to agree the Forward Plan for this Committee.

63/22 Exclusion of Public and Press (Exempt Business)

It was proposed by Councillor I Harvey, Seconded by Councillor Noble and **resolved** that the public and press be excluded during consideration of the following items, in accordance with paragraph 3 of Schedule 12A of the Local Government Act 1972 (as amended) because it was likely to disclose 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.

64/22 The Summit Centre, Sunbury - Annual Business Plan 2021/2022

The Committee considered a report from the Asset Manager that outlined the Annual Business Plan for The Summit Centre, Sunbury.

The Committee **resolved** to note the report.

65/22 The Porter Building, Brunel Way, Slough - Annual Business Plan 2021/2022

The Committee considered a report from the Asset Manager that outlined the Annual Business Plan for The Porter Building, Brunel Way, Slough.

The Committee **resolved** to note the report.

66/22 Elmbrook House, Sunbury - Annual Business Plan 2021/2022

The Committee considered a report from the Asset Manager that outlined the Annual Business Plan for Elmbrook House, 18/19 Station Road, Sunbury-on-Thames.

The Committee **resolved** to note the Annual Business Plan.

67/22 Refurbishment of the Rill in Memorial Gardens, Staines-upon-Thames

The Committee were advised that this item was to be deferred and would be considered at a future meeting of the Committee.

68/22 Development project update

The Committee considered the Development Projects Update from the Development Advisor.

The Committee asked that the holding costs for each development be outlined within future updates.

The Committee **resolved** to note the updates.

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Spelthorne Borough Council Development Sub-Committee Forward Plan

This Forward Plan sets out the decisions which the Service Committees expect to take over the forthcoming months, and identifies those which are **Key Decisions**.

A **Key Decision** is a decision to be taken by the Service Committee, which is either likely to result in significant expenditure or savings or to have significant effects on those living or working in an area comprising two or more wards in the Borough.

Please direct any enquiries about this Plan to CommitteeServices@spelthorne.gov.uk.

Spelthorne Borough Council

Development Sub-Committee Forward Plan

Anticipated earliest (or next) date of decision and decision maker	Matter for consideration	Key or non-Key Decision	Decision to be taken in Public or Private	Lead Officer
Development Sub-Committee 17 10 2022	Elmsleigh Centre Business Plan	Non-Key Decision	Public	Jeremy Gidman, Asset Management
Development Sub-Committee 17 10 2022	BP Campus - Annual Business Plan	Non-Key Decision	Public	Jeremy Gidman, Asset Management
Development Sub-Committee 17 10 2022	Letting - Matalan, unit 21/23 Elmsleigh Centre	Non-Key Decision	Public	Melanie Ager, Property Manager
Development Sub-Committee 31 10 2022	White House Residential - Submission of Planning Application	Non-Key Decision	Public	Richard Mortimer, Asset Management Contractor
Development Sub-Committee 31 10 2022	12 Hammersmith Grove - Annual Business Plan	Non-Key Decision	Public	Jeremy Gidman, Asset Management
Development Sub-Committee 31 10 2022	Annual Commercial Property Report	Non-Key Decision	Public	Katherine McIlroy, Property Manager
Development Sub-Committee 31 10 2022	Thames Tower, Reading - Annual Business Report	Non-Key Decision	Public	Jeremy Gidman, Asset Management
Development Sub-Committee 28 11 2022	Charter Building - Annual Business Plan Update	Non-Key Decision	Public	Jeremy Gidman, Asset Management

Date of decision and decision maker	Matter for consideration	Key or non-Key Decision	Decision to be taken in Public or Private	Lead Officer
Development Sub-Committee 12 12 2022	Elmbrook House Feasibility Study	Non-Key Decision	Public	Jeremy Gidman, Asset Management

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of the Local Government Act 1972.

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