



*Please reply to:*

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Date: 23 May 2024

## **Notice of meeting**

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

**Date:** Monday, 3 June 2024

**Time:** 7.00 pm

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

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

Please note that membership of this Committee is due to be approved by Council on 23 May 2024. A revised summons will be issued in due course.

Councillors:

J.R. Sexton (Chair)

C. Bateson (Vice-Chair)

M.M. Attewell

M. Beecher

J.R. Boughtflower

J. Button

J.T.F. Doran

S.M. Doran

M. Gibson

K.M. Grant

K. Howkins

M.J. Lee

L. E. Nichols

O. Rybinski

K.E. Rutherford

H.R.D. Williams

Substitute Members: Councillors S.N. Beatty, M. Bing Dong, M. Buck, R. Chandler, S.A. Dunn, A. Gale and N. Islam

*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 and Substitutes**

To receive apologies for absence and notification of substitutions.

**2. Minutes**

**7 - 14**

To confirm the minutes of the meeting held on 15 April and continued on 23 April 2024 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. Questions from members of the Public**

The Chair, or their 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. Terms of Reference**

**15 - 18**

To note the Terms of Reference for this Committee, as approved by Council.

**6. Minutes of Former Committees**

**19 - 40**

Following the approval of the changes to the structure of the Committee System and the dissolution of the Administrative Committee, Economic Development Committee, Neighbourhood Services and Enforcement Committee, and Development Sub-Committee it has been decided that this Committee is most appropriate to approve the final minutes of those Committees.

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

1. The minutes of the Administrative Committee, 8 February 2024
2. The minutes of the Economic Development Committee, 11 January 2024
3. The public and confidential minutes of the Neighbourhood Services and Enforcement Committee, 21 March 2024
4. The public and confidential minutes of the Development Sub-Committee, 20 May 2024 (to follow)

Members are reminded that under Standing Order 10.1 the only part of

the minutes that can be discussed are their accuracy.

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|------------|--|------------------|
| <b>7.</b>  | <b>Spelthorne's Corporate Health and Safety Policy (2024-2026)</b>   | <b>41 - 94</b>   |
|            | To consider adoption of the Corporate Health and Safety Policy, and to authorise the Chief Executive to agree minor variations to the adopted health and safety policy.  |                  |
| <b>8.</b>  | <b>2023-24 Revenue carry forward to 2024-25</b>  | <b>95 - 100</b>  |
|            | To consider requests of £30,983 of 2023-24 revenue expenditure to be carried forward to 2024-25.   |                  |
| <b>9.</b>  | <b>Revenue Outturn Report 2023-2024</b>  | <b>To Follow</b> |
|            | Report to follow.  |                  |
| <b>10.</b> | <b>Capital Outturn Report 2023-2024</b>  | <b>To Follow</b> |
|            | Report to follow.  |                  |
| <b>11.</b> | <b>Appointments to Outside Bodies 2024-25</b>  | <b>101 - 104</b> |
|            | To consider the nominations to outside bodies for the 2023-24 municipal year, as proposed by group leaders.  |                  |
| <b>12.</b> | <b>Membership of the Commercial Assets Sub-Committee</b>   | <b>105 - 112</b> |
|            | To consider the membership of the Commercial Assets Sub-Committee.   |                  |
| <b>13.</b> | <b>Financial Reporting Working Group</b>   | <b>113 - 118</b> |
|            | To consider the re-establishment of a member working group focused on financial reporting, the Terms of Reference for the working group, and the membership of the working group.  |                  |
| <b>14.</b> | <b>Forward Plan</b>  | <b>119 - 124</b> |
|            | To consider the Forward Plan for committee business.   |                  |
| <b>15.</b> | <b>Exclusion of Public &amp; Press (Exempt Business)</b>   |                  |
|            | 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. |                  |
| <b>16.</b> | <b>Annual Investment Strategy 2024/25</b>  | <b>125 - 158</b> |

To note the content of the Asset Investment Strategy which sets out the priorities and key focuses for proactive management of the Council's Investment and Regeneration Portfolio during 2024/25.

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

**17. Local Authority Housing Fund Acquisitions**

**159 - 746**

To consider recommending to Council the approval of acquisitions through the Local Authority Housing Fund.

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

**18. Council Medium Term Financial Support of Knowle Green Estates (KGE)**

**To Follow**

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

**19. Urgent Actions**

**747 - 754**

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 15 April 2024.

**20. Corporate Policy and Resources Chair's Updates**

**Verbal  
Report**

To receive any updates from the Chair of the Committee.