



Please reply to:

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Date: 21 December 2023

Notice of meeting

Development Sub-Committee

Date: Monday, 8 January 2024

Time: 7.00 pm

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

To the members of the Development Sub-Committee

Councillors:

H.R.D. Williams (Chair)
S.N. Beatty (Vice-Chair)
M. Beecher
M. Bing Dong

J.A. Burrell
R. Chandler
M. Gibson
K. Howkins

N. Islam
L. E. Nichols
J.R. Sexton

Substitute Members: Councillors C. Bateson, J.T.F. Doran, S.M. Doran, S.A. Dunn, A. Gale, M. Arnold, K.E. Rutherford and P.N. Woodward

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 & Substitutions

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

2. Minutes

5 - 14

To confirm as a correct record the minutes of the meeting held on 11 December 2023.

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. Urgent Actions

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

6. Forward Plan

15 - 18

To note the Forward Plan for future Development Sub-Committee business.

7. 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.

8. Local Authority Housing Fund (LAHF) Property Acquisitions

19 - 34

To consider a report on a Local Authority Housing Fund Residential Acquisition.

9. Annual Commercial Property Report 2022/23

35 - 74

To receive the Annual Commercial Property Report for the year ending 31 March 2023.

10. Annual Business Plans

75 - 110

To receive the Annual Business Plans for World Business Centre 4, 3 Roundwood Avenue, and the Charter Building.

11. Staines Regeneration Masterplan Uses

**Verbal
Report**

To receive a presentation on the Staines Regeneration Masterplan.

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**Minutes of the Development Sub-Committee
11 December 2023**

Present:

Councillor H.R.D. Williams (Chair)

Councillors:

M. Beecher	R. Chandler	L. E. Nichols
M. Bing Dong	M. Gibson	J.R. Sexton
J.A. Burrell	N. Islam	

Apologies: Councillors S.N. Beatty and K. Howkins

In Attendance: Councillor C. Bateson

156/23 Apologies for absence & Substitutions

Apologies were received from Councillor Beatty and Councillor Howkins.

157/23 Minutes

The minutes of the meeting held on 06 November 2023 were agreed as a correct record.

158/23 Disclosures of Interest

Councillors, Beecher, Burrell, Chandler, Gibson, Nichols and Williams advised the Committee that they were members of the Planning Committee and therefore would not be making comment on any applications due to come before the Planning Committee.

Councillor Sexton advised that she was a Surrey County Councillor.

Councillor Nichols advised that he was a member of Knowle Green Estates Board.

159/23 Questions from members of the Public

There were none.

160/23 Ward Issues

There were none.

161/23 Forward Plan

The Committee **resolved** to note the Forward Plan.

162/23 Regeneration Key Considerations

The Sub-Committee received a presentation from John Percy, Oliver Maury and Jasmine Ceccarelli-Drewry of Montague Evans on key considerations relating to regeneration.

The Sub-Committee asked what factors would allow the Council to enter into a joint venture. Jasmine Ceccarelli-Drewry advised that this would be shaped by the vision and by the Council being a place leader. The Level of control would depend on the development delivery option pursued.

The Sub-Committee asked how a lack of infrastructure and no control over public transport could be remedied through regeneration. Oliver Maury advised that discussions related to infrastructure could take place with developers, particularly if a masterplan was implemented. John Percy stated that while the development of individual sites would have limited influence on transport there could be a financial impact.

The Sub-Committee queried how to engage members on developments within Staines when they could have concerns related to their own wards. The Group Head – Assets advised that due to the land holdings in Staines that was the most suitable starting point and would bring economic value to the whole of Spelthorne.

The Sub-Committee queried what the key learnings had been from the case studies highlighted in the presentation. John Percy advised that one of the most important aspects was for there to be a clear brief that was supported by all members and to have a realistic view on viability.

The Sub-Committee queried whether it was essential to have design codes in place before commencing with a procurement exercise and were advised that it was not necessary and that they could be developed in parallel.

The Sub-Committee **resolved** to note the update.

163/23 Development Delivery Next Steps

It was proposed by Councillor Williams and seconded by Councillor Sexton that due to the likely disclosure of exempt information, this item be moved to after item 10 in the agenda.

The Sub-Committee received a presentation on development sites and the next steps when considering delivery options from the Development Management Consultant.

The Sub-Committee **resolved** to allow officers to explore the options set out in the presentation.

164/23 Exclusion of Public and Press (Exempt Business)

It was proposed by Councillor Sexton, seconded by Councillor Gibson and resolved that the public and press be excluded for the following agenda items, in accordance with paragraph 3 of part 1 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 maintain 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 finalizing acceptable contract terms.

165/23 Local Authority Housing Fund (LAHF) Property Acquisition

The Sub-Committee considered a report from the Residential Property Manager on the possible acquisition of a property under Round Two of the Local Authority Housing Fund.

The Sub-Committee **resolved** to approve the recommendations as set out in the report.

166/23 Urgent Actions

The Sub-Committee were informed of two Urgent Actions that had arisen since the previous meeting.

Meeting ended at 22:03

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Spelthorne Borough Council Services Committees Forward Plan and Key Decisions

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

Service Committees Forward Plan and Key Decisions for 1 December 2023 to 31 May 2024

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 08 01 2024	Local Authority Housing Fund (LAHF) Property Acquisition	Non-Key Decision	Private	Coralie Holman, Group Head Assets
Development Sub-Committee 08 01 2024	Staines Regeneration Masterplan Uses	Non-Key Decision	Private	Coralie Holman, Group Head Assets
Development Sub-Committee 08 01 2024	Annual Commercial Property Report 2022/23	Key Decision It is significant in terms of its effect on communities living or working in an area comprising two or more wards	Public	Katherine McIlroy, Asset Manager
Development Sub-Committee 08 01 2024 Development Sub-Committee 06 02 2024	Annual Business Plans	Non-Key Decision	Private	Jeremy Gidman, Asset Management Consultant, Coralie Holman, Group Head Assets
Development Sub-Committee 06 02 2024	Asset Management Plan	Non-Key Decision	Public	Coralie Holman, Group Head Assets
Development Sub-Committee 06 02 2024	Asset's capital project proposals	Non-Key Decision	Private	Coralie Holman, Group Head Assets
Development Sub-Committee 06 02 2024	Investment Portfolio Review by External Consultant	Non-Key Decision	Private	Sian Bowen, Principal Asset Manager

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 06 02 2024	Summit Centre	Non-Key Decision	Private	Jeremy Gidman, Asset Management Consultant
Development Sub-Committee 25 03 2024	Regeneration Portfolio Annual Business Plans	Non-Key Decision	Private	Jeremy Gidman, Asset Management Consultant

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