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**Decisions taken at the meeting held on Tuesday, 26 May 2026.**

**Meeting Time:**

7.00 pm

**Meeting Venue:**

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

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**PRESENT:** Councillor Greg Neall (Chair), Councillor Chris Bateson (Vice-Chair), Councillor John Boughtflower, Councillor Med Buck, Councillor Jon Button, Councillor Suraj Gyawali, Councillor Matthew Lee, Councillor Joanne Sexton, Councillor John Turner and Councillor Howard Williams

**5. Q4 CORPORATE KPI RESULTS AND ANNUAL REPORT**

The Committee **resolved** to note the Corporate Key Performance Indicators data for Quarter 4 2025/26.

**6. CORPORATE KEY PERFORMANCE INDICATORS FOR 2026/27\***

The Committee **resolved** to approve the proposed revisions to the Corporate Key Performance Indicators for 2026/27.

**7. PROCUREMENT OF TEMPORARY AGENCY STAFF\***

Committee **resolved** to authorise the Group Head Neighbourhood Services to:

1. Commence a procurement exercise via an appropriate public sector framework of the provision of temporary agency staff, for an initial period of two years with an option to extend for a further one year, where permitted by the framework agreement,
2. Approve a maximum contract value as detailed with Appendix A, in accordance with the appropriate level of delegation as set out in the Spelthorne Borough Council Constitution; and
3. Authorise the Group Head Corporate Governance to enter contracts with the selected supplier.

**8. FUEL PURCHASING\***

Council **resolved** to authorise the Group Head of Neighbourhood Services to:

1. Commence a procurement exercise via an appropriate public sector framework for the provision of fuel supply, for an initial period of two years with an option to extend

for a further one year, where permitted by the framework agreement,

2. Approve a maximum contract value as detailed within 6.9 of this report, in accordance with the appropriate level of delegation as set out in the Spelthorne Borough Council Constitution; and
3. Authorise the Group Head Corporate Governance to enter contracts and all ancillary documentation with the selected supplier.

**9. GENERAL FUND REVENUE AND CAPITAL OUTTURN FOR 2025/26**

The Committee **resolved** to acknowledge:

1. the 2025/26 Revenue and Capital Outturn; and
2. The appropriate to and from General Fund Reserves (Earmarked and Ringfenced) and the final balance at 31 March 2026 as set out in paragraph 402, table 4 of the report.

**10. CORPORATE HEALTH AND SAFETY POLICY (2026-2027)\***

The Committee **resolved** to:

1. Approve the revised Corporate Health and Safety Policy for immediate adoption; and
2. Authorise the Chief Executive to agree minor variations to the revised Health and Safety Policy.

**11. PROPOSED COUNCIL TRANSITIONAL PLAN 2026/27**

The Committee **resolved** to:

1. Endorse the proposed Council Transitional Plan 2026/27 for consultation with the Council's Service Committees (as shown in Appendix A),
2. For the results of the consultation exercise to be reported back to this Committee with recommendations for any amendments to the proposed Transitional Plan arising from the consultation period; and
3. Note progress with actions under the existing Corporate Plan 2024-2028 (as shown in Appendix B).

**12. FORWARD PLAN**

The Committee noted the contents of the Forward Plan with the following additions:

The Key Performance Indicators would be presented to the Committee on a monthly basis where applicable.

**13. EXCLUSION OF PUBLIC & PRESS (EXEMPT BUSINESS)**

Proposed by Councillor Bateson

Seconded by Councillor Boughtflower

The Committee **resolved** to exclude the public and press for the discussion of the item No. 18, in view of the likely disclosure of exempt information within the meaning of Part 3 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.

#### 14. DISPOSAL OF COUNCIL LAND AT CLAY LANE STANWELL

The Committee **resolved** to recommend to Council that they approve the recommendations as outlined in the exempt report.

#### 15. URGENT ACTIONS

The Committee **resolved** to note the two urgent actions that had taken place since the last Committee meeting.

#### NOTES:-

- (1) *Members are reminded that the “call-in” procedure as set out in Part 4b of the Constitution, shall not apply to the following matters:*
  - (a) *Urgent decisions as defined in Paragraph 9. of the Call-in Scrutiny Procedure Rules;*
  - (b) *Decisions to award a contract following a lawful procurement process;*
  - (c) *Those decisions:*
    - i. *reserved to full Council*
    - ii. *on regulatory matters*
    - iii. *on member conduct issues.*
- (2) *Those matters to which Note (1) applies, if any, are identified with an asterisk [\*] in the above Minutes.*
- (3) *Within three working days of the date on which this decision is published, not less than three members from two or more political groups by submission of the standard call-in pro-forma, may ask for that decision to be referred to a meeting of the Corporate Policy and Resources Committee for review (call-in). The completed pro-forma must be received by the Proper Officer by 5pm three working days after publication of the decision.*
- (4) *The members exercising the right of call-in must not be members of the Committee which considered the matter.*
- (5) *When calling in a decision for review the members doing so must demonstrate the following exceptional circumstances:*
  - a. *Evidence which suggests that the decision maker, did not take the decision in accordance with the principles set out in Article 11 (Decision Making); or*
  - b. *Evidence that the decision fails to support one or more of the Council’s Corporate Plan priorities to the detriment of the majority of the Borough’s residents; or*
  - c. *Evidence that explicit Council Policy or legal requirements were disregarded.*
- (6) *Once the request for ‘call-in’ has been deemed valid by the Monitoring Officer the matter will be suspended until the call-in procedure has been exhausted.*

- (7) *The Chief Executive, in consultation with the relevant officer, will determine if the interests of the Council or Borough would be prejudiced by a delay in implementing a decision such that the call-in cannot wait until the next ordinary meeting of the Corporate Policy and Resources Committee.*
- (8) *Where the call-in cannot wait until the next ordinary meeting, the Monitoring Officer will arrange an extraordinary meeting of the Corporate Policy and Resources Committee to review the decision subject to call-in at the earliest possible opportunity.*
- (9) *In exceptional cases, where there is clear evidence that a delay to the implementation of a decision would lead to a specific and significant financial or reputational harm to the Council, a call-in request may be refused by the Chief Executive following consultation with the Chair and Vice-Chair of Corporate Policy and Resources Committee.*
- (10) *In reviewing a matter referred to it under the call-in scrutiny procedure rules, the Corporate Policy and Resources Committee shall follow the procedure for dealing with call-in scrutiny at its meetings as set out in Part 4b of the Constitution.*
- (11) *The deadline of three working days for "call in" in relation to the above decisions by the Committee is the close of business on **01 June 2026**.*