

Please reply to:

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Date: 03 July 2026

Notice of meeting

Corporate Policy and Resources Committee

Date: Monday, 13 July 2026

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

Councillors:

G. Neall (Chair)	J. Button	M.J. Lee
C. Bateson (Vice-Chair)	D.C. Clarke	S.C. Mooney
M.M. Attewell	S.M. Doran	J.R. Sexton
J.R. Boughtflower	R.V. Geach	J.A. Turner
M. Buck	S. Gyawali	H.R.D. Williams

Substitute Members: Councillors S.N. Beatty, H.S. Boparai, T. Burrell, K. Howkins and K.E. Rutherford

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 - 16

To confirm the minutes of the meetings held on 1 December 2025 and 26 May 2026 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. AI Policy 2026 Revision

17 - 34

Committee is asked to consider the revised AI Policy 2026.

6. Write off Report

35 - 44

Committee is asked to approve the Sundry Debt write-off of £13,138 which relates to irrecoverable debt relating to two Bed and Breakfast temporary accommodation cases and one rent assure accommodation cases.

Appendix 1 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 2 – Information which is likely to reveal the identity of an individual, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

7. Proposed Council Transitional Plan 2026/27

45 - 66

Committee is asked to:

1. Consider and agree the suggested amendments made to the proposed Council Transitional Plan 2026/27 following feedback from the Council's Service Committees (as outlined in Appendix

- A);
2. Endorse the amended Transitional Plan 2026/27 for recommendation for adoption by Full Council.

8.	2026/27 Budget Savings	67 - 76
	To note and endorse the elements of the in-year £1m savings programme for 2026/27.	
9.	General Fund Revenue and Capital Outturn for Month 2 2026/27	To Follow
	Committee is asked to acknowledge the: 1. Revised 2025/26 Outturn Position 2. Month 2 2026/27 Revenue and Capital forecast 3. Appropriations to and from General Fund reserves (Earmarked and Ringfenced) and the final balance at 31.03.26, and projected at 31.03.27 as set out in the report.	
10.	Financial Management - Governance Assurance	77 - 94
	Committee is asked to: a. Note progress with implementation of the Council's Governance Assurance Framework and Policy; b. Note the current overall assurance level for the 12 Governance Assurance Areas (Appendix A), which forms the new Governance Assurance Register c. Consider the key areas of focus concerning the Governance Assurance Area relating to Financial Management as outlined in Appendix B d. Consider the next Governance Assurance Reports to be presented to the Committee at future meetings, as outlined in paragraph 2.12.	
11.	Appointments to Outside Bodies 2026-27	95 - 102
	Committee is asked to agree the nominations to outside bodies for the 2026-27 municipal year, as proposed by Group Leaders.	
12.	Forward Plan	103 - 110
	To consider the Forward Plan for committee business.	
13.	Exclusion of Public & 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.	
14.	12 Hammersmith Grove Lease Renewal	111 - 120

Committee is asked to consider a proposed reversionary lease at 12 Hammersmith Grove.

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 circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

15. Disposal of a Commercial Asset

121 - 144

Committee is asked to consider and agree in principle the offer and the proposed disposal of an asset, and make a recommendation to Council.

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 contract or other type of negotiation with a prospective purchaser who could then know the position of the Council.

16. Residential Acquisitions for Housing Need

145 - 160

Committee is asked to approve Heads of Terms relating to the acquisition of residential properties for housing need, and make a recommendation to Council.

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17. Urgent Action

161 - 166

Committee are to be advised of an urgent action that has taken place since the last meeting of the Committee.