Minutes of the Corporate Policy and Resources Committee
13 July 2026

Present:

Councillor G. Neall (Chair)
Councillor C. Bateson (Vice-Chair)

Councillors:

M. Buck	S. Gyawali	J.A. Turner
J. Button	M.J. Lee	H.R.D. Williams
D.C. Clarke	D. Saliagopoulos	
R.V. Geach	J.R. Sexton	

Substitutions: Councillors K. Howkins (In place of J.R. Boughtflower)

Apologies: Councillors M.M. Attewell, J.R. Boughtflower and S.M. Doran

In Attendance: Councillors L. E. Nichols

62/26 Apologies and Substitutes

Apologies were received from Councillors Attewell, Boughtflower and S Doran.

Councillor Howkins attended as substitute for Councillor Boughtflower.

63/26 Minutes

The minutes of the meeting held on 01 December 2025 and 26 May 2026 were agreed as a correct record of proceedings.

64/26 Disclosures of Interest

Councillor Sexton declared that she was also a Surrey County Council councillor.

Councillors Bateson and Sexton declared that they were also West Surrey Authority councillors.

65/26 Questions from members of the Public

There were none.

66/26 AI Policy 2026 Revision

The Committee considered a report that sought approval of the proposed revised Artificial Intelligence (AI) Policy 2026.

The Committee were advised that the current policy needed to be updated to reflect the improved capability of AI. The amendments to the Policy would ensure that members and officers were aware of the correct way to use AI to ensure that sensitive information was not accessible outside of the Council which could leave the council open to potential security or data breaches.

It is intended that the only AI Platform to be used by members and officers would be Microsoft Copilot. Training on Copilot would be given to members and officers to ensure that it would be used in the correct way to align with the revised policy.

Committee **resolved** to approve the revised Artificial Intelligence Policy 2026.

67/26 Write off Report

Committee considered a report that sought approval for a Sundry Debt write-off in the sum of £13,138.

Following a debate, the Committee **resolved** to approve the Sundry Debt write-off of £13,138 which related to irrecoverable debt that related to two Bed and Breakfast temporary accommodation cases and one rent assure accommodation cases.

68/26 Proposed Council Transitional Plan 2026/27

Committee considered a report that sought a recommendation for Council to adopt the amended Transitional Plan 2026/27.

Committee considered the amended Transitional Plan 2026/27 for the Council and the feedback from the Council’s Service Committees. The Council had previously agreed a 5-year plan that contained a wide range of planned actions but due to Local Government Reorganisation the Transitional Plan needed to be amended to reflect where the Council now needed to focus its resources to take it up to 31 March 2027 when the Council ceases to exist.

Members expressed their concerns about starting new projects that might incur additional costs that had not previously been included in the Council's annual budget.

Committee **resolved** to:

1. Agree the suggested amendments made to the proposed Council Transitional Plan 2026/27 following feedback from the Council's Service Committees; and

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

69/26 2026/27 Budget Savings

Committee considered a report that provided members with an update on the 2026/27 Budget savings.

Committee **resolved** to agree to note and endorse the elements of the in-year £1m savings programme for 2026/27.

70/26 General Fund Revenue and Capital Outturn for Month 2 2026/27

Committee considered a report that sought to inform and assure members with regard to the General Fund Revenue and Capital Outturn for Month 2 2026/27.

Following a discussion, Committee **resolved** to acknowledge:

1. The revised 2025/26 Outturn position,

2. Month 2, 2026/27 Revenue and Capital forecast,

3. Appropriations to and from the General Fund Reserves (Earmarked and Ringfenced), the final balance as at 31 March 2026 and the projected balance as at 31 March 2027, as set out in paragraph 502, Table 7 of the report.

71/26 Financial Management - Governance Assurance

Committee considered a report that sought to inform and assure members on the Governance Assurance Register.

Committee were advised that the Audit Committee would be considering and reviewing the progress of the Assurance Framework. It was acknowledged that the Governance Assurance Register was in its infancy and that it would be updated as and when needed.

Scrutiny of the performance of key governance areas within the remit of this Committee would be needed and members agreed that they wanted a regular report to come back to Committee in respect of No. 12 on the table within Appendix A ‘Ensuring our arrangements for Cyber Resilience and manage the threat of cyber-attack are effective’

Committee **resolved** to:

1. Note the progress with implementation of the Council’s Governance Assurance Framework and Policy,

2. Note the current overall assurance level of the 12 Governance Assurance Areas, which formed the new Governance Assurance Register,

3. Consider the key areas of focus concerning the Governance Assurance Area relating to Financial Management as outlined in Appendix B; and

4. Agree that reports on Cyber Resilience and management of the threat of a cyber attack be brought to the Committee at future meetings.

72/26 Appointments to Outside Bodies 2026-27

Committee considered nominations received for councillors to represent The Council on outside bodies.

The following 5 outside bodies received more than one nomination so a vote was taken:

Ashford and St Peters Hospitals NHS Foundation Trust –

Councillor S Doran – 7 votes
Councillor M Buck – 6 votes

Citizens Advice Runnymede and Spelthorne –

Councillor Beecher – 8 votes
Councillor Grant – 5 votes

Heathrow Community Engagement Board –

Councillor Gyawali – 6 votes
Councillor Beatty – 7 votes

South East Employers (Deputy Representative) –

Councillor Geach – 8 votes
Councillor Buck – 5 votes

Spelthorne Safer, Stronger Partnership Board –

Councillor Barker – 4 votes
Councillor Beatty – 4 votes
Councillor Buck – 5 votes

The Chair used their casting vote to vote for Councillor Barker, so Councillor Beatty was eliminated.

Councillor Barker – 5 votes
Councillor Buck - 7 votes

Committee **resolved** to approve the following appointments to outside bodies:

A2Dominion Customer Insight Panel – Councillor S Doran
Ashford and St Peters Hospitals NHS Foundation Trust – Councillor S Doran
Citizens Advice Runnymede and Spelthorne – Councillor Beecher
Heathrow Noise and Airspace Community Forum – Councillor Gibson
Heathrow Local Community Forum – Councillor Beatty and Councillor Boparai
Heathrow Community Engagement Board – Councillor Beatty
Local Authority Aircraft Noise Council – Councillor Saliagopoulos
Management Committee of Mediation North Surrey – Councillor Bateson
Parking and Traffic Regulations Outside London (PATROL) Adjudication Joint Committee – Councillor Geraci
Runnymede and Spelthorne SHMA – Joint Member Liaison Group – Councillor Nichols
South East Employers – Councillor Dunn (Representative)
Councillor Geach (Deputy Representative)
Spelthorne Mental Health Assoc Management Committee – Councillor Grant
Spelthorne Safer, Stronger Partnership Board – Councillor Buck
Strategic Aviation Special Interest Group – Councillor Beatty
Surrey Environment Partnership – Councillor Nichols
Surrey Museums Consultative Committee – Councillor Gibson
Surrey Traveller Community Relations Forum – Councillor Clarke
Sustainability and Transformation Plan Stakeholder Reference Group – Councillor Howkins
Thames Landscape Strategy Partnership Exec Review Board – Councillor Turner

73/26 Forward Plan

Committee **resolved** to note the contents of the Forward Plan with the following addition:

Corporate Key Performance Indicators to be considered by the Committee at each meeting.

74/26 Exclusion of Public & Press (Exempt Business)

Proposed by Councillor Bateson, seconded by Councillor Turner to exclude and public and press to discuss the remaining items on the agenda.

A recorded vote was requested:

For	Councillors Neall, Bateson, Button, Geach, Gyawali, Sexton, Turner – **7 votes**
Against	Councillors Buck, Clarke, Howkins, Saliagopoulos – **4 votes**
Abstain	Councillors Lee, Williams – **2 votes**

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.

Councillor Howkins and Saliagopoulos asked for it to be noted on the minutes that they did not agree to the meeting going into Part 2 (closed session).

75/26 12 Hammersmith Grove Lease Renewal

Committee considered a report that sought approval of the terms of the proposed reversionary lease.

Committee **resolved** to:

1. Approve the terms of the proposed reversionary lease,

2. Approve the fixed dilapidations settlement,

3. Authorise the Group Head of Assets, in consultation with the Chair and Vice Chair of the Commercial Assets Sub-Committee to agree to any variations to the proposed terms; and

4. Authorise the Group Head of Corporate Governance to enter into the Settlement Agreement, Reversionary Lease and any associated documentation including a deed of variation to the current lease.

76/26 Disposal of a Commercial Asset

Committee were advised that this asset was currently underperforming and as such an Agent had been appointed following a robust procurement exercise to undertake a targeted marketing exercise. A potential purchaser had been found and the Committee were asked to consider the offer and make a recommendation to Council.

A recorded vote was requested.

For	Councillors Neall, Bateson, Button, Gyawali, Sexton, Turner – **6 votes**
Against	Councillors Buck, Clarke, Howkins, Lee, Saliagopoulos, Williams - **6 votes**
Abstain	**0 votes**

The Chair used their casting vote to vote ‘For’, therefore

Committee **resolved** to:

1. Consider and agree in principle the offer and the proposed disposal,

2. Agree to recommend to Council to:

   2.1 approve the proposed disposal on the terms set out in the exempt report,
   2.2 delegate authority to the Chief Finance Officer and Group Head of Assets, in consultation with the Chair and Vice Chair of the Corporate Policy and Resources Committee, to agree minor variations to the Heads of Terms and adjustments to the sale price; and
   2.3 delegate authority to the Group Head of Corporate Governance to enter into a transfer to complete the disposal and any ancillary legal documentation required in relation to the proposed disposal.

77/26 Residential Acquisitions for Housing Need

Committee considered a report that sought a recommendation for Council to approve the acquisition of residential property to provide much needed accommodation for residents that are currently living in night-paid accommodation.

Funding for these properties would come from a Commuted Sum and the Local Authority Housing Fund. If Council agreed to proceed with the purchase of these residential properties, there would still be a sum available to spend on other suitable properties for use as affordable housing.

Committee **resolved** to:

1. Approve the Heads of Terms in Appendix 1 relating to the acquisition of property,

2. Make a recommendation to Council to:

   2.1 approve the acquisitions,

2.2 delegate authority to the Chief Finance Officer and Group Head of Assets, in consultation with the Chair and Vice Chair of Corporate Policy and Resources Committee to agree minor variations to the Heads of Terms and the acquisition price within a tolerance of 10% of the agreed price with this Committee; and

2.3 delegate authority to the Group Head of Corporate Governance to enter into all relevant legal documentation relating to the acquisition referred to in the exempt report.

Councillor Howkins asked that it be noted on the minutes that she was abstaining from the vote.

78/26 Urgent Action

Committee **resolved** to note the urgent actions taken since the Committee last met.