



*Please reply to:*

Contact: Gillian Hobbs  
Service: Committee Services  
Direct line: 01784 444243  
E-mail: [g.hobbs@spelthorne.gov.uk](mailto:g.hobbs@spelthorne.gov.uk)  
Date: 4 July 2016

## **Notice of meeting**

### **Overview and Scrutiny Committee**

**Date:** Tuesday, 12 July 2016

**Time:** 7.30 pm

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

#### **To: Members of the Overview and Scrutiny Committee**

Councillors:

C.A. Davis (Chairman)	S.M. Doran	J.G. Kavanagh
S.C. Mooney (Vice-Chairman)	K. Flurry	D. Patel
R.O. Barratt	M.P.C. Francis	O. Rybinski
S.J. Burkmar	A.L. Griffiths	R.A. Smith-Ainsley
S. Capes	N. Islam	B.B. Spoor

**Spelthorne Borough Council, Council Offices, Knowle Green**

**Staines-upon-Thames TW18 1XB**

[www.spelthorne.gov.uk](http://www.spelthorne.gov.uk) [customer.services@spelthorne.gov.uk](mailto:customer.services@spelthorne.gov.uk) Telephone 01784 451499

## AGENDA

Description	Lead	Timings	Page Number.
<b>1. Apologies</b> To receive any apologies for non-attendance.	Chairman	7.30 pm	
<b>2. Minutes</b> To confirm the minutes of the meeting held on 19 May 2016.	Chairman		5 - 6
<b>3. Disclosures of Interest</b> To receive any disclosures of interest from councillors in accordance with the Council's Code of Conduct for members.			
<b>4. Call-in of Cabinet decisions</b> No Cabinet decisions have been called in.			
<b>5. The role of Overview and Scrutiny</b> The Committee will receive a training session on the role of scrutiny, facilitated by Ann Reeder, an Adviser and Regional Advocate for the South of England with the Centre for Public Scrutiny.	Chairman	7.35 pm	7 – 28

The attached documents are for background information:

- Overview and Scrutiny Committee Terms of Reference
- Overview and Scrutiny Procedure Rules
- Review of the work programme 2015-2016
- Current draft work programme for 2016-2017
- Cabinet Forward Plan

During this session, councillors will be invited to consider suitable topics for inclusion on the Committee's Work Programme.

If councillors already have in mind any particular topic they wish to raise it would assist the Chairman if you could notify him in advance of the meeting, providing a broad outline of the matter.

Description	Lead	Timings	Page Number.
Councillors will still be able to add further topics at the Committee meeting.			
<b>Reports for noting</b>			
If any members of the Committee have questions they want to raise with officers in relation to any of the reports that follow, please inform the Chairman and Committee Manager as soon as possible and no later than 2 working days before the meeting. Please advise the general nature of your enquiry and the reason for officer attendance at this Committee.			
<b>6. Provisional Revenue Outturn 2015/16</b>			
To note the provisional revenue outturn spend for 2015/16.	Adrian Flynn/Cllr Williams	8.35 pm	29 – 52
<b>7. Provisional Capital Outturn 2015/16</b>			
To note the provisional capital outturn spend for 2015/16.	Adrian Flynn/Cllr Williams	8.40 pm	53 – 60
<b>8. Treasury Management – Annual report</b>			
To note the Treasury Management annual report.	Ryan Maslen/Cllr Williams	8.45 pm	61 – 68
<b>9. Corporate Project Management progress report</b>			
To note an update on the Council’s Project Management programme.	Sandy Muirhead/Cllr Barnard	8.50 pm	69 – 80
<b>Close of Meeting</b>		<b>9.00 pm</b>	