
Decisions taken at the meeting held on Thursday, 10 November 2022.

Meeting Time:

7.00 pm

Meeting Venue:

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

PRESENT: Councillor Naz Islam (Chairman), Councillor John Doran (Vice-Chairman), Councillor Jon Button, Councillor Sandra Dunn, Councillor Nick Gething, Councillor Bernie Spoor and Councillor Stuart Whitmore

4. APPOINTMENTS TO OUTSIDE BODIES

The Committee **resolved** to agree the nominations to outside bodies for the remainder of the 2022-23 municipal year as proposed by group leaders.

5. QUARTER 1 CAPITAL MONITORING REPORT

The Committee **resolved** to note the £0.17m projected underspend on capital expenditure against its Capital Programme provision as at 30 June 2022.

6. QUARTER 1 REVENUE MONITORING REPORT

The Committee **resolved** to note the £235,300 projected underspend on revenue expenditure for the Administrative Committee against its budget as at 30 June 2022.

7. FORWARD PLAN

The Committee **resolved** to note the forward plan for future committee business.

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 Council for review and decision (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 Council makes its determination.*
- (7) *The deadline of three working days for "call in" in relation to the above decisions by the Committee is the close of business on 21 November 2022.*