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**Decisions taken at the meeting held on Thursday, 12 January 2023.**

**Meeting Time:**

7.00 pm

**Meeting Venue:**

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

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**PRESENT:** Councillor Sinead Mooney (Chairman), Councillor Tom Fidler (Vice-Chairman), Councillor Chris Bateson, Councillor Colin Barnard, Councillor Amar Brar, Councillor Jon Button, Councillor Vivienne Leighton and Councillor Bob Noble

**1. MINUTES**

The minutes of the meeting held on 29 September 2022 were agreed as a correct record.

**2. DISCLOSURES OF INTERESTS**

Councillor Mooney declared that she was a councillor and a cabinet member at Surrey County Council.

**3. QUESTIONS FROM MEMBERS OF THE PUBLIC**

There were none.

**4. WARD ISSUES**

There were none.

**5. ECONOMIC PROSPERITY STRATEGY / REVISED TOWN CENTRES AND SHOPPING PARADES STRATEGY**

The Committee **resolved**:

to agree the economic prosperity strategy 2023 – 2028, and  
to agree the revised town centres and shopping parades strategy 2023.

**6. ADDITIONAL RESTRICTIONS GRANT UPDATE**

The Committee **resolved** to note report on the Additional Restrictions Grant update.

**7. YOUTH HUB**

The Committee **resolved** to note the report on the Youth Hub.

**8. 23/24 BUDGET**

The Committee **resolved** to recommend the draft 2023/24 budget to the Corporate Policy and

Resources Committee.

## 10. FORWARD PLAN

The Committee **resolved** to note the forward plan.

### 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 Administrative 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 Administrative Committee.*
- (8) *Where the call-in cannot wait until the next ordinary meeting, the Monitoring Officer will arrange an extraordinary meeting of the Administrative 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 Administrative Committee.*
- (10) *In reviewing a matter referred to it under the call-in scrutiny procedure rules, the Administrative 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 18 January 2023.*