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**Decisions taken at the meeting held on Monday, 24 March 2025.**

**Meeting Time:**

7.00 pm

**Meeting Venue:**

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

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**PRESENT:** Councillor Joanne Sexton (Chair), Councillor Chris Bateson (Vice-Chair), Councillor Malcolm Beecher, Councillor John Boughtflower, Councillor Jon Button, Councillor Sue Doran, Councillor Rebecca Geach, Councillor Michele Gibson, Councillor Kathy Grant, Councillor Karen Howkins, Councillor Matthew Lee, Councillor Lawrence Nichols and Councillor Howard Williams

**5. Q3 KPI UPDATE**

The Committee **resolved** to acknowledge the Key Performance Indicators for Q3 2024/25.

**6. REVISED CORPORATE KEY PERFORMANCE INDICATORS**

The Committee **resolved** to approve the proposed amendments to the Corporate Key Performance Indicators.

**7. CORPORATE DEBT POLICY**

The Committee **resolved** to approve the proposed amendments to the Corporate Debt Policy.

**8. DISCRETIONARY RATE RELIEF POLICY ON NON-DOMESTIC RATES**

Committee **resolved** to approve the Non-Domestic Rates Discretionary Rate Relief Policy.

**9. OUTLINE TO THE RENTERS RIGHTS BILL**

Committee **resolved** to note the Renters Rights Bill and its implications.

**10. IN YEAR GROWTH BID FOR 2025-26 FOR ADDITIONAL RESOURCING IN ENVIRONMENTAL HEALTH**

This item was not considered at this meeting. It is to be presented to the Community Wellbeing & Housing Committee for them to consider and make a decision on at their next meeting on 03 June 2025.

**11. CALENDAR OF MEETINGS 2025 - 2026**

The Committee **resolved** to recommend to Council that it approves the Calendar of Meetings for 2025-2027.

**12. TRANSFORMATION & REORGANISATION BOARD TERMS OF REFERENCE**

The Committee **resolved** to:

1. Confirm the merging of the Reorganisation Board and the Transformation Board,

with the combined Board to oversee the Council's Transformation Programme and any changes required as part of the Local Government Organisation in Surrey; and

2. Agree the Terms of Reference for the combined Reorganisation and Transformation Board as outlined in Appendix A of the report.

**13. RECOMMENDATION FOR MEMBER DIRECTOR ON THE SPELTHORNE DIRECT SERVICES BOARD**

The Committee **resolved** to approve the nomination of Councillor Woodward to sit on the Spelthorne Direct Services Board.

**16. URGENT ACTION**

The Committee **resolved** to:

1. Acknowledge the urgent action report in respect of the Local Authority Housing Fund Round 3 Extension to purchase additional properties; and
2. Agree to make a recommendation to Council to add a supplementary estimate to the Capital Programme for 2025-26.

**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.*
- (1) *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 Corporate Policy and Resources 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.*
- (2) *The members exercising the right of call-in must not be members of the Committee which considered the matter.*
- (3) *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 Corporate Policy and Resources Committee.*
- (8) Where the call-in cannot wait until the next ordinary meeting, the Monitoring Officer will arrange an extraordinary meeting of the Corporate Policy and Resources 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 Corporate Policy and Resources Committee.*
- (10) In reviewing a matter referred to it under the call-in scrutiny procedure rules, the Corporate Policy and Resources 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 **31 March 2025***