
Decisions taken at the meeting held on Monday, 12 May 2025.

Meeting Time:

7.00 pm

Meeting Venue:

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

PRESENT:

2. MINUTES

The minutes of the meeting held on 24 April 2025 were agreed as a correct record.

5. MINUTES OF THE REORGANISATION AND TRANSFORMATION BOARD

The Committee **resolved** to acknowledge the minutes of the Reorganisation and Transformation Board.

6. 2024-25 BUDGET CARRY FORWARD REQUESTS*

The Committee **resolved** to agree and approve the requests for the 2024/25 Revenue and Capital expenditure to be carried forward to 2025/26 as follows:

- a) The Revenue carry forward requests totalling up to £24,291 as set out in Appendix A to the report; and
- b) The Capital carry forward requests totalling £3000,00 as set out in Appendix A to the report.

7. 2024-25 CAPITAL OUTTURN

The Committee **resolved** to acknowledge the Capital Outturn of £463k projected overspend against the Council's Estimated Capital Programme for 2024/25 as at 31 March 2025.

8. 2024-25 REVENUE OUTTURN*

The Committee **resolved** to acknowledge the forecast outturn for 2024/25 as at 31 March 2025 and approved the following:

1. The £3,112k underspend for the year to 31 March 2025, before the recommendations below, as set out in table 2.1 of the report.
2. Approve the following transfers to reserves:
 - a) £2,300k to Business Rates (National Non-Domestic Rates) Equalisation Reserve; and
 - b) £812k to the General Fund Reserve

9. SUNDRY DEBT WRITE OFFS*

The Committee **resolved** to approve the Sundry Debt write off set out totalling £6,854.52 which relates to irrecoverable Bed and Breakfast and Independent Living High Needs accounts.

10. SECOND HOME PREMIUM*

The Committee **resolved** to:

1. Approve the proposal for a premium on second homes Council Tax as in Appendix A of the report; and
2. Recommend to Council to agree the application of a Council Tax premium of 100% in respect of second homes with effect from 01 April 2027

11. USE OF COMMUTED SUMS

The Committee considered all the options within the report for the commuted sum usage and **resolved** to:

1. agree Options 1 and 2 as outlined in the report as their preferred options; and
2. authorise the Strategic Housing Lead to explore further the preferred options and to prepare a report for this Committee to consider and make a recommendation to Council.

12. FREEHOLD DISPOSAL OF ASHFORD CEMETERY LODGE*

The Committee **resolved** to:

1. Agree to the disposal of Ashford Cemetery Lodge to Knowle Green Estates for the provision of affordable housing at a sale price of £273,611.00; and
2. Delegate authority to the Group Head of Corporate Governance to complete any necessary documentation in connection with the disposal on the terms set out in the report.

13. CORPORATE RISK MANAGEMENT

The Committee **resolved** to note the significant strategic risks and issues highlighted in the report.

14. FORWARD PLAN

The Committee **resolved** to note the contents of the Forward Plan.

15. ASSET INVESTMENT STRATEGY 2025/26 (INCLUDING AMALGAMATED BUSINESS PLANS)*

The Committee **resolved** to approve the Asset Investment Strategy which set out the priorities and key focuses for proactive management of the Council's Investment and Regeneration Portfolio during 2025/26.

18. LOCAL AUTHORITY HOUSING FUND (LAHF) ACQUISITIONS*

The Committee **resolved** to:

1. Approve the acquisition of the 4 properties as outlined in the confidential report,
2. Agree that the net cost would be financed by the application of capital receipts,
3. Delegate authority to the Group Head of Corporate Governance to complete any necessary documentation in connection with the acquisition of the 4 properties,
4. Approve the subsequent transfer of the properties to Knowle Green Estates (KGE) at the purchase prices stated in the report, net of the Local Authority Housing Fund (subject to KGE Board approval); and
5. Delegate authority to the Group Head of Corporate Governance to complete any necessary documentation to complete the transfer of the properties set out in the report to KGE.

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 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.*

- (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 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 **16 May 2025**.*