

**Minutes of the Corporate Policy and Resources Committee
26 May 2026**

Present:

Councillor G. Neall (Chair)
Councillor C. Bateson (Vice-Chair)

Councillors:

J.R. Boughtflower	S. Gyawali	J.A. Turner
M. Buck	M.J. Lee	H.R.D. Williams
J. Button	J.R. Sexton	

Substitutions: Councillors T. Burrell
K. Howkins

Apologies: Councillors M.M. Attewell, D.C. Clarke, S.M. Doran,
R.V. Geach and D. Saliagopoulos

In Attendance: Councillors L. E. Nichols

47/26 Apologies and Substitutes

Apologies were received from Councillors Attewell, Clarke, S Doran, Geach and Saliagopoulos.

Councillor Burrell attended as substitute for Councillor Geach and Councillor Howkins attended as substitute for Councillor Attewell.

48/26 Minutes

The minutes of the meeting held on 20 April 2026 were agreed as a correct record.

49/26 Disclosures of Interest

Councillor Sexton advised she was also a Surrey County Councillor.

Councillors Bateson and Sexton advised that they were also West Surrey Authority Councillors.

Councillor Nichols advised that he was on the Board of Directors for Knowle Green Estates.

50/26 Questions from members of the Public

There were none.

51/26 Q4 Corporate KPI Results and Annual Report

The Committee **resolved** to note the Corporate Key Performance Indicators data for Quarter 4 2025/26.

52/26 Corporate Key Performance Indicators for 2026/27

The Committee requested that, where applicable, some of the Key Performance Indicators could be presented to the Committee on a monthly basis instead of the current quarterly basis. Officers advised that this would be considered.

The Committee **resolved** to approve the proposed revisions to the Corporate Key Performance Indicators for 2026/27.

53/26 Procurement of Temporary Agency Staff

Councillor Williams proposed and Councillor Sexton proposed an amendment to Recommendation 1 to amend 'an initial period of two years with an option to extend for a further one year' to 'an initial period ending 30 March 2027'.

It was proposed by Councillor Boughtflower and seconded by Councillor Sexton and resolved by Committee to go into a closed session so that Committee members could discuss information contained within the exempt appendix.

The meeting went into a closed session from 19.43 and returned to an open session at 19.50.

Following a debate this motion to amend the recommendations was rejected by the Committee members.

Committee **resolved** to authorise the Group Head Neighbourhood Services to:

1. Commence a procurement exercise via an appropriate public sector framework of the provision of temporary agency staff, for an initial period of two years with an option to extend for a further one year, where permitted by the framework agreement,
2. Approve a maximum contract value as detailed with Appendix A, in accordance with the appropriate level of delegation as set out in the Spelthorne Borough Council Constitution; and
3. Authorise the Group Head Corporate Governance to enter contracts with the selected supplier.

54/26 Fuel Purchasing

The Committee considered a report that sought approval for the commencement of a procurement exercise via an appropriate public sector framework for the provision of a fuel supply for the Council's operational fleet.

The Group Head of Neighbourhood Services advised the Committee that the Council currently did not have a framework agreement and were not compliant with the Council's Contract Standing Orders. There was a need to have a framework in place before going into the West Surrey Unitary Authority to ensure there would be continuity of supply that would ensure both the current operations continued and that the future transition under the Local Government Restructure would allow West Surrey the flexibility to look at achieving greater economies of scale across all of West Surrey.

Council **resolved** to authorise the Group Head of Neighbourhood Services to:

1. Commence a procurement exercise via an appropriate public sector framework for the provision of fuel supply, for an initial period of two years with an option to extend for a further one year, where permitted by the framework agreement,
2. Approve a maximum contract value as detailed within 6.9 of this report, in accordance with the appropriate level of delegation as set out in the Spelthorne Borough Council Constitution; and
3. Authorise the Group Head Corporate Governance to enter contracts and all ancillary documentation with the selected supplier.

55/26 General Fund Revenue and Capital Outturn for 2025/26

The Committee acknowledged the work undertaken by the Finance Team to reduce the Council's outstanding debt.

The Committee **resolved** to acknowledge:

1. the 2025/26 Revenue and Capital Outturn; and
2. The appropriate to and from General Fund Reserves (Earmarked and Ringfenced) and the final balance at 31 March 2026 as set out in paragraph 402, table 4 of the report.

56/26 Corporate Health and Safety Policy (2026-2027)

The Committee considered a report that sought approval of the revised Corporate Health and Safety Policy and agreement to allow the Chief Executive to agree minor variations to the revised policy.

The Committee **resolved** to:

1. Approve the revised Corporate Health and Safety Policy for immediate adoption; and
2. Authorise the Chief Executive to agree minor variations to the revised Health and Safety Policy.

57/26 Proposed Council Transitional Plan 2026/27

The Committee considered the draft proposed Council Transitional Plan 2026/27 and were advised that it would be presented to all service committees for their comments in relation to the areas that come under the Terms of Reference for that individual committee and for agreed actions.

The Committee **resolved** to:

1. Endorse the proposed Council Transitional Plan 2026/27 for consultation with the Council's Service Committees (as shown in Appendix A),
2. For the results of the consultation exercise to be reported back to this Committee with recommendations for any amendments to the proposed Transitional Plan arising from the consultation period; and
3. Note progress with actions under the existing Corporate Plan 2024-2028 (as shown in Appendix B).

58/26 Forward Plan

The Committee noted the contents of the Forward Plan that would need updating if the Key Performance Indicators were to be brought before the committee on a monthly basis instead of quarterly.

59/26 Exclusion of Public & Press (Exempt Business)

Proposed by Councillor Bateson
Seconded by Councillor Boughtflower

The Committee **resolved** to exclude the public and press for the discussion of the item No. 18, in view of the likely disclosure of exempt information within the meaning of Part 3 of Schedule 12A to the Local Government Act 1972 as amended by the Local Government (Access to Information) Act 1985 and by the Local Government (Access to Information) (Variation) Order 2006.

The meeting was adjourned at 20.42 and reconvened at 20.49

60/26 Disposal of Council Land at Clay Lane Stanwell

The Committee considered a report that sought a recommendation to council in respect of the proposed disposal of Council land at Clay Lane, Stanwell.

The Committee **resolved** to recommend to Council that they approve the recommendations as outlined in the exempt report.

61/26 Urgent Actions

The Committee **resolved** to note the two urgent actions that had taken place since the last Committee meeting.

Meeting closed at 21.16