

Spelthorne Borough Council

Cabinet Forward Plan and Key Decisions



This Forward Plan sets out the decisions which the Cabinet expects to take over the forthcoming months, and identifies those which are **Key Decisions**.

A **Key Decision** is a decision to be taken by the Cabinet which is either likely to result in significant expenditure or savings or to have significant effects on those living or working in an area comprising two or more wards in the Borough.

The members of the Cabinet and their areas of responsibility are:

| | | |
|---------------------|---|--|
| Cllr I.T.E. Harvey | Leader of the Council | Cllr.harvey@spelthorne.gov.uk |
| Cllr A.C. Harman | Deputy Leader | Cllr.harman@spelthorne.gov.uk |
| Cllr. M.M. Attewell | Community Wellbeing | Cllr.attewell@spelthorne.gov.uk |
| Cllr C. Barnard | Planning and Economic Development | Cllr.barnard@spelthorne.gov.uk |
| Cllr M.P.C. Francis | Housing | Cllr.francis@spelthorne.gov.uk |
| Cllr N. Gething | Environment and Compliance | Cllr.gething@spelthorne.gov.uk |
| Cllr A.J. Mitchell | Corporate Management | Cllr.mitchell@spelthorne.gov.uk |
| Cllr O. Rybinski | Customer Service, Estates and Transport | Cllr.rybinski@spelthorne.gov.uk |
| Cllr H.R. Williams | Finance | Cllr.williams@spelthorne.gov.uk |

Whilst the majority of the Cabinet's business at the meetings listed in this Plan will be open to the public and press, there will inevitably be some business to be considered which contains confidential, commercially sensitive or personal information.

This is formal notice under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 that part of any of the Cabinet meetings listed below may be held in private where exempt and / or confidential information is due to be considered.

Representations regarding this should be made to committee.services@spelthorne.gov.uk

Please direct any enquiries about this Plan to the Committee Manager, Gillian Hobbs, at the Council offices on 01784 444243 or e-mail g.hobbs@spelthorne.gov.uk

Spelthorne Borough Council

Cabinet Forward Plan and Key Decisions for 22 November 2017 to 31 March 2018

| Date of decision and decision maker | Matter for consideration | Key or non-Key Decision | Decision to be taken in Public or Private | Lead Officer/ Cabinet Member |
|--|---|---|---|---|
| Cabinet 22 Nov 2017 | Revenue Monitoring Q2 | Non-Key Decision | Public | Terry Collier, Deputy Chief Executive Portfolio Holder for Finance |
| Cabinet 22 Nov 2017 | Capital Monitoring Q2 | Non-Key Decision | Public | Terry Collier, Deputy Chief Executive Portfolio Holder for Finance |
| Cabinet 22 Nov 2017 | Recommendation from Overview and Scrutiny Committee To consider the recommendation from the Overview and Scrutiny Committee on measures to deal with anti-social behaviour in Staines-upon-Thames town centre on a Sunday. | Non-Key Decision | Public | Jackie Taylor, Group Head - Neighbourhood Services Portfolio Holder for Environment and Compliance |
| Cabinet 12 Dec 2017 Council 22 Feb 2018 | Outline Budget | Key Decision It is likely to result in the Council incurring expenditure above or making savings of up to £164,000 | Public | Terry Collier, Deputy Chief Executive Portfolio Holder for Finance |
| Cabinet 12 Dec 2017 | Review of Parking Orders | Key Decision It is significant in terms of its effect on communities living or working in an area comprising two or more wards | Public | Jackie Taylor, Group Head - Neighbourhood Services Portfolio Holder for Environment and Compliance |

| Date of decision and decision maker | Matter for consideration | Key or non-Key Decision | Decision to be taken in Public or Private | Lead Officer/ Cabinet Member |
|--|---|--------------------------------|--|--|
| Cabinet 12 Dec 2017 | Train Horn Petition | Non-Key Decision | Public | Tracey Willmott-French, Senior Environmental Health Manager Portfolio Holder for Environment and Compliance |
| Cabinet 12 Dec 2017 | Revenue Monitoring Q3 | Non-Key Decision | Public | Terry Collier, Deputy Chief Executive Portfolio Holder for Finance |
| Cabinet 12 Dec 2017 | Capital Monitoring Q3 To consider the Capital spend for the period April to December and a request to increase the Council's prudential borrowing limit. | Non-Key Decision | Public | Terry Collier, Deputy Chief Executive Portfolio Holder for Finance |
| Cabinet 12 Dec 2017 | Treasury Management half-yearly report | Non-Key Decision | Public | Terry Collier, Deputy Chief Executive Portfolio Holder for Finance |
| Cabinet 12 Dec 2017 | Implementation of the Homelessness Reduction Bill Growth Bid to cover the additional requirements of the Act | Non-Key Decision | Public | Ken Emerson, Team Manager Housing Options Portfolio Holder for Housing |
| Cabinet 12 Dec 2017 | Property and Asset Strategy | Non-Key Decision | Public | Heather Morgan, Group Head - Regeneration and Growth Leader of the Council |
| Cabinet 12 Dec 2017 | Asset Governance A policy to describe the revised arrangements for the strategic management of assets and political oversight. | Non-Key Decision | Public | Michael Graham, Head of Corporate Governance Leader of the Council |

2 November Key Decision Forward plan

| Date of decision and decision maker | Matter for consideration | Key or non-Key Decision | Decision to be taken in Public or Private | Lead Officer/ Cabinet Member |
|--|---|---|---|---|
| Cabinet 12 Dec 2017 Council 14 Dec 2017 | Pay Policy Statement 2018-2019 | Non-Key Decision | Public | Debbie O'Sullivan, HR Manager Portfolio Holder for Corporate Management |
| Cabinet 12 Dec 2017 Council 14 Dec 2017 | Calendar of meetings 2018-2019 | Non-Key Decision | Public | Gillian Hobbs, Principal Committee Manager Leader of the Council |
| Cabinet 12 Dec 2017 | Knowle Green Estates Ltd - Business Plan To decide on the strategy for the Company | Non-Key Decision | Part public/part private | Michael Graham, Head of Corporate Governance Leader of the Council |
| Cabinet 12 Dec 2017 | Acquisition of Property H | Key Decision It is likely to result in the Council incurring expenditure above or making savings of up to £164,000 | Private | Heather Morgan, Group Head - Regeneration and Growth Leader of the Council |
| Cabinet 12 Dec 2017 | Acquisition of Property I | Key Decision It is likely to result in the Council incurring expenditure above or making savings of up to £164,000 | Private | Heather Morgan, Group Head - Regeneration and Growth Leader of the Council |
| Cabinet 24 Jan 2018 | Revenue Budget 2018-2019 (1st draft) | Non-Key Decision | Public | Terry Collier, Deputy Chief Executive Portfolio Holder for Finance |
| Cabinet 24 Jan 2018 | Capital Programme 2018-2019 (1st draft) | Non-Key Decision | Public | Terry Collier, Deputy Chief Executive Portfolio Holder for Finance |

2 November Key Decision Forward plan

| Date of decision and decision maker | Matter for consideration | Key or non-Key Decision | Decision to be taken in Public or Private | Lead Officer/ Cabinet Member |
|--|---|---|--|--|
| Cabinet 24 Jan 2018 | Fees and Charges 2018-19 | Key Decision It is likely to result in the Council incurring expenditure above or making savings of up to £164,000 | Public | Terry Collier, Deputy Chief Executive Portfolio Holder for Finance |
| Cabinet 24 Jan 2018 Council 22 Feb 2018 | Treasury Management Strategy Statement | Key Decision It is significant in terms of its effect on communities living or working in an area comprising two or more wards | Public | Terry Collier, Deputy Chief Executive Portfolio Holder for Finance |
| Cabinet 24 Jan 2018 | Contract for refurbishment of Elmsleigh Centre Lifts | Key Decision It is likely to result in the Council incurring expenditure above or making savings of up to £164,000 | Public | John Hesbrook, Facilities Manager Portfolio Holder for Planning and Economic Development |
| Cabinet 24 Jan 2018 | Review of Polling Stations | Non-Key Decision | Public | Jayne McEwan Leader of the Council |
| Cabinet 24 Jan 2018 | Acquisition of Property J | Key Decision It is likely to result in the Council incurring expenditure above or making savings of up to £164,000 | Private | Heather Morgan, Group Head - Regeneration and Growth Leader of the Council |
| Cabinet 24 Jan 2018 | Acquisition of Property K | Key Decision It is likely to result in the Council incurring expenditure above or making savings of up to £164,000 | Private | Heather Morgan, Group Head - Regeneration and Growth Leader of the Council |

| Date of decision and decision maker | Matter for consideration | Key or non-Key Decision | Decision to be taken in Public or Private | Lead Officer/ Cabinet Member |
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| Cabinet 24 Jan 2018 | Acquisition of Property L | Key Decision It is likely to result in the Council incurring expenditure above or making savings of up to £164,000 | Private | Heather Morgan, Group Head - Regeneration and Growth Leader of the Council |
| Cabinet 24 Jan 2018 | Acquisition of Property M | Key Decision It is likely to result in the Council incurring expenditure above or making savings of up to £164,000 | Private | Heather Morgan, Group Head - Regeneration and Growth Leader of the Council |
| Cabinet 21 Feb 2018 Council 22 Feb 2018 | Revenue Budget 2018-19 (Final) | Key Decision It is significant in terms of its effect on communities living or working in an area comprising two or more wards | Public | Terry Collier, Deputy Chief Executive Portfolio Holder for Finance |
| Cabinet 21 Feb 2018 Council 22 Feb 2018 | Capital Programme 2018-19 (Final) | Key Decision It is significant in terms of its effect on communities living or working in an area comprising two or more wards | Public | Terry Collier, Deputy Chief Executive Portfolio Holder for Finance |
| Cabinet 21 Feb 2018 | Annual Grants Annual grants to third sector | Key Decision It is likely to result in the Council incurring expenditure above or making savings of up to £164,000 | Public | Joanne Jones, Community Development Manager Deputy Leader |
| Cabinet 21 Feb 2018 | Environmental Health Food Safety and Health & Safety Service Plans 2018-2019 | Non-Key Decision | Public | Tracey Willmott-French, Senior Environmental Health Manager Portfolio Holder for Environment and Compliance |

| Date of decision and decision maker | Matter for consideration | Key or non-Key Decision | Decision to be taken in Public or Private | Lead Officer/ Cabinet Member |
|-------------------------------------|---------------------------|---|---|---|
| Cabinet 21 Feb 2018 | Acquisition of Property N | Key Decision It is likely to result in the Council incurring expenditure above or making savings of up to £164,000 | Private | Heather Morgan, Group Head - Regeneration and Growth Leader of the Council |
| Cabinet 21 Feb 2018 | Acquisition of Property P | Key Decision It is likely to result in the Council incurring expenditure above or making savings of up to £164,000 | Private | Heather Morgan, Group Head - Regeneration and Growth Leader of the Council |