

# 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                   | <a href="mailto:Cllr.harvey@spelthorne.gov.uk">Cllr.harvey@spelthorne.gov.uk</a>     |
| Cllr A.C. Harman    | Deputy Leader                           | <a href="mailto:Cllr.harman@spelthorne.gov.uk">Cllr.harman@spelthorne.gov.uk</a>     |
| Cllr. M.M. Attewell | Community Wellbeing                     | <a href="mailto:Cllr.attewell@spelthorne.gov.uk">Cllr.attewell@spelthorne.gov.uk</a> |
| Cllr C. Barnard     | Planning and Economic Development       | <a href="mailto:Cllr.barnard@spelthorne.gov.uk">Cllr.barnard@spelthorne.gov.uk</a>   |
| Cllr M.P.C. Francis | Housing                                 | <a href="mailto:Cllr.francis@spelthorne.gov.uk">Cllr.francis@spelthorne.gov.uk</a>   |
| Cllr N. Gething     | Environment and Compliance              | <a href="mailto:Cllr.gething@spelthorne.gov.uk">Cllr.gething@spelthorne.gov.uk</a>   |
| Cllr A.J. Mitchell  | Corporate Management                    | <a href="mailto:Cllr.mitchell@spelthorne.gov.uk">Cllr.mitchell@spelthorne.gov.uk</a> |
| Cllr O. Rybinski    | Customer Service, Estates and Transport | <a href="mailto:Cllr.rybinski@spelthorne.gov.uk">Cllr.rybinski@spelthorne.gov.uk</a> |
| Cllr H.R. Williams  | Finance                                 | <a href="mailto:Cllr.williams@spelthorne.gov.uk">Cllr.williams@spelthorne.gov.uk</a> |

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](mailto: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](mailto:g.hobbs@spelthorne.gov.uk)

## Spelthorne Borough Council

### Cabinet Forward Plan and Key Decisions for 21 March 2018 to 31 July 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/<br>Cabinet Member  |
|-------------------------------------|---|---|---|--|
| Cabinet 21 Mar 2018                 | Response to Heathrow Consultation   | Key Decision<br>It is significant in terms of its effect on communities living or working in an area comprising two or more wards | Public                                    | Heather Morgan, Group Head - Regeneration and Growth<br>Councillor Colin Barnard                               |
| Cabinet 21 Mar 2018                 | Food Safety and Workplace Health and Safety Service Plans 2018-2019<br>Recommended for adoption - Food Safety and Workplace Health and Safety Service Plans 2018-2019 | Non-Key Decision  | Public                                    | Tracey Willmott-French, Senior Environmental Health Manager<br>Portfolio Holder for Environment and Compliance |
| Cabinet 21 Mar 2018                 | Council Offices consolidation project - Key Decision  | Key Decision<br>It is likely to result in the Council incurring expenditure above or making savings of up to £164,000             | Private                                   | Siraj Choudhury, Deputy Group Head.<br>Commissioning and Transformation Leader of the Council                  |
| Cabinet 21 Mar 2018                 | Award of contract for provision of Insurance Services   | Key Decision<br>It is likely to result in the Council incurring expenditure above or making savings of up to £164,000             | Private                                   | Damola Aladesiun, Procurements & Contracts Manager<br>Portfolio Holder for Corporate Management                |
| Cabinet 25 Apr 2018                 | Local Plan Working Party (Recommendations to Cabinet)   | Non-Key Decision  | Public                                    | Ann Biggs, Strategic Planning Manager<br>Portfolio Holder for Planning and Economic Development                |

| Date of decision and decision maker        | Matter for consideration  | Key or non-Key Decision   | Decision to be taken in Public or Private | Lead Officer/<br>Cabinet Member   |
|--|---|---|---|---|
| Cabinet 25 Apr 2018                        | Staines-upon-Thames MasterPlan  | Key Decision<br>It is likely to result in the Council incurring expenditure above or making savings of up to £164,000 | Public                                    | Nick Cummings, Property and Development Manager, Heather Morgan, Group Head - Regeneration and Growth Leader of the Council |
| Cabinet 25 Apr 2018                        | Review of Polling Stations  | Non-Key Decision  | Public                                    | Jayne McEwan, Electoral Services Manager Leader of the Council  |
| Cabinet 25 Apr 2018<br>Council 26 Apr 2018 | Permission in Principle - Change to Scheme of Delegation  | Non-Key Decision  | Public                                    | Esme Spinks, Assistant Head of Planning (Development Management)<br>Portfolio Holder for Planning and Economic Development  |
| Cabinet 25 Apr 2018<br>Council 26 Apr 2018 | Ashford Multi-Storey Car Park - request for Capital Budget  | Key Decision<br>It is likely to result in the Council incurring expenditure above or making savings of up to £164,000 | Private                                   | Nick Cummings, Property and Development Manager, Heather Morgan, Group Head - Regeneration and Growth Leader of the Council |
| Cabinet 25 Apr 2018                        | Appointment of Professional Design and Project Management Team for the redevelopment of Benwell House | Key Decision<br>It is likely to result in the Council incurring expenditure above or making savings of up to £164,000 | Private                                   | Richard Mortimer, Asset Management Contractor<br>Leader of the Council  |
| Cabinet 25 Apr 2018                        | Acquisition of Property K   | Key Decision<br>It is likely to result in the Council incurring expenditure above or making savings of up to £164,000 | Private                                   | Nick Cummings, Property and Development Manager<br>Leader of the Council  |

| <b>Date of decision and decision maker</b> | <b>Matter for consideration</b>   | <b>Key or non-Key Decision</b>  | <b>Decision to be taken in Public or Private</b> | <b>Lead Officer/<br/>Cabinet Member</b>                                   |
|--|---|---|--|---|
| Cabinet 25 Apr 2018                        | Acquisition of Property L   | Key Decision<br>It is likely to result in the Council incurring expenditure above or making savings of up to £164,000 | Private  | Nick Cummings, Property and Development Manager<br>Leader of the Council  |
| Cabinet 20 Jun 2018                        | Capital Monitoring Q4   | Non-Key Decision  | Public   | Terry Collier, Deputy Chief Executive<br>Portfolio Holder for Finance     |
| Cabinet 20 Jun 2018                        | Revenue Monitoring Q4   | Non-Key Decision  | Public   | Terry Collier, Deputy Chief Executive<br>Portfolio Holder for Finance     |
| Cabinet 20 Jun 2018                        | Write-Offs  | Non-Key Decision  | Public   | Martyn Forward, Customer Services Manager<br>Portfolio Holder for Finance |
| Cabinet 20 Jun 2018                        | Appointments to Outside Bodies and Working Groups                                     | Non-Key Decision  | Public   | Gillian Hobbs, Principal Committee Manager<br>Leader of the Council       |
| Cabinet 20 Jun 2018                        | Knowle Green Estates Ltd - Business Plan<br>To decide on the strategy for the Company | Non-Key Decision  | Part public/part private                         | Michael Graham, Head of Corporate Governance<br>Leader of the Council     |
| Cabinet 20 Jun 2018                        | Acquisition of Property M   | Key Decision<br>It is likely to result in the Council incurring expenditure above or making savings of up to £164,000 | Private  | Nick Cummings, Property and Development Manager<br>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/<br>Cabinet Member  |
|-------------------------------------|---------------------------|---|---|--|
| Cabinet 20 Jun 2018                 | Acquisition of Property N | Key Decision<br>It is likely to result in the Council incurring expenditure above or making savings of up to £164,000 | Private                                   | Nick Cummings, Property and Development Manager<br>Leader of the Council |
| Cabinet 18 Jul 2018                 | Acquisition of Property P | Key Decision<br>It is likely to result in the Council incurring expenditure above or making savings of up to £164,000 | Private                                   | Nick Cummings, Property and Development Manager<br>Leader of the Council |