



Spelthorne Borough Council Cabinet and Property and Investment Committee 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 J. Boughtflower | Leader of the Council | Cllr.boughtflower@spelthorne.gov.uk |
| Cllr J. McIlroy | Deputy Leader | Cllr.McIlroy@spelthorne.gov.uk |
| Cllr S. Buttar | Finance | Cllr.buttar@spelthorne.gov.uk |
| Cllr M. Attewell | Community Wellbeing and Housing | Cllr.attewell@spelthorne.gov.uk |
| Cllr R. Barratt | Compliance, Waste and Risk | Cllr.barratt@spelthorne.gov.uk |
| Cllr R. Chandler | Leisure Services | Cllr.chandler@spelthorne.gov.uk |
| Cllr T. Mitchell | Planning and Economic Development | Cllr.mitchell@spelthorne.gov.uk |
| Cllr R. Noble | Communications, Corporate Management and Environment | Cllr.noble@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 Principal Committee Manager, Gillian Scott, at the Council offices on 01784 444243 or e-mail g.scott@spelthorne.gov.uk

Published on 1 December

Spelthorne Borough Council

Cabinet and Property and Investment Committee Forward Plan and Key Decisions for 1 December 2020 to 31 March 2021

| Anticipated earliest (or next) 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 |
|--|--|---|---|---|
| Property and Investment Committee 07 12 2020 | Exempt report - Acquisition AB - Key Decision To consider the acquisition of a Property | Key Decision It is likely to result in the Council incurring expenditure above or making savings of up to £164,000 | Private | Jeremy Gidman, Asset Management Leader of the Council |
| Property and Investment Committee 23 11 2020 | Exempt Report - Property Letting 'J' To consider the letting 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 | Nick Cummings, Property and Development Manager Deputy Leader |
| Property and Investment Committee 23 11 2020 | Exempt report - Property Letting 'K' To consider the letting 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 | Nick Cummings, Property and Development Manager Deputy Leader |
| Cabinet 03 12 2020 | Revenue Monitoring Quarter 2 | Non-Key Decision | Public | Grant Miles, Interim Chief Accountant Finance Portfolio Holder |
| Cabinet 03 12 2020 | Capital Monitoring Quarter 2 | Non-Key Decision | Public | Grant Miles, Interim Chief Accountant Finance Portfolio Holder |
| Cabinet 03 12 2020 | Sandbag Policy To consider and agree to a Sandbag Policy | Non-Key Decision | Public | Nick Moon, Risk and Resilience Manager Portfolio Holder for Environment, Communications and Corporate Management |

| 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 03 12 2020 | Adverse Weather Plan Submitted by Applied Resilience for sign-off | Non-Key Decision | Public | Nick Moon, Risk and Resilience Manager Portfolio Holder for Environment, Communications and Corporate Management |
| Cabinet 03 12 2020 | Construction Constructors' Framework Agreement | Non-Key Decision | Part public/part private | Hilary Gillies, Interim Corporate Procurement Manager Deputy Leader |
| Cabinet 03 12 2020 | Construction Professional Services Framework Agreement | Non-Key Decision | Part public/part private | Hilary Gillies, Interim Corporate Procurement Manager Deputy Leader |
| Cabinet 03 12 2020 | Safeguarding Children and Adults at Risk Policy | Non-Key Decision | Public | Lisa Stonehouse, Leisure Services Manager Portfolio Holder for Leisure Services and New Leisure Centre development |
| Property and Investment Committee 07 12 2020 | Exempt report - Acquisition AC - Key Decision To consider the acquisition of a Property | Key Decision 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 Leader of the Council |
| Property and Investment Committee 07 12 2020 | Exempt Report - Property Letting 'L' To consider the letting 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 | Nick Cummings, Property and Development Manager Deputy Leader |
| Property and Investment Committee 07 12 2020 | Exempt report - Property Letting 'M' To consider the letting 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 | Nick Cummings, Property and Development Manager Deputy Leader |

| 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 |
|--|---|---|--|--|
| Property and Investment Committee 21 12 2020 | Exempt report - Acquisition AD - Key Decision To consider the acquisition of a Property. | Key Decision 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 Leader of the Council |
| Property and Investment Committee 21 12 2020 | Exempt report - Property Letting 'N' To consider the letting 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 | Nick Cummings, Property and Development Manager Deputy Leader |
| Property and Investment Committee 04 01 2021 | Exempt report - Property Letting 'O' To consider the letting of property 'O' | Key Decision 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 Deputy Leader |
| Property and Investment Committee 04 01 2021 | Exempt report - Property Letting 'P' To consider the letting 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 | Nick Cummings, Property and Development Manager Deputy Leader |
| Cabinet 27 01 2021 | Treasury Management Strategy Statement | Non-Key Decision | Public | Anna Russell, Deputy Chief Accountant Finance Portfolio Holder |
| Cabinet 27 01 2021 | Outline Budget 2021-2022 | 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 Finance Portfolio Holder |

| 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 27 01 2021 | DWP Youth Hub Grant | Non-Key Decision | Public | Tracey Carter, Senior Economic Development Officer Portfolio Holder for Planning and Economic Development |
| Cabinet 27 01 2021 | Public Space Protection Order - Injunction (Unlawful Encampments) To consider a proposal to make Public Space Protection Orders in the borough and to consult residents on the matter. | Non-Key Decision | Public | Karen Limmer, Temporary Principal Solicitor Portfolio Holder for Compliance, Waste and Risk |
| Cabinet 27 01 2021 | Corporate Health and Safety Policy To adopt a Corporate Health and Safety Policy | Non-Key Decision | Public | Stuart Mann, Health & Safety Officer Portfolio Holder for Compliance, Waste and Risk |
| Cabinet 27 01 2021 | Exempt report - Thameside House construction budget - Key Decision To consider an exempt report on the construction budget for Thameside House. | Key Decision 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 Deputy Leader |
| Cabinet 27 01 2021 | Exempt report - Waterfront - Appointment of monitoring surveyor - Key Decision To consider an exempt report on the appointment of a monitoring surveyor to the Waterfront project. | 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 Deputy Leader |

| 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 27 01 2021 | Exempt report - Thameside House - demolition contract - Key Decision To consider the tenders received for the demolition contract in respect of Thameside House. | 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 Deputy Leader |
| Cabinet 27 01 2021 | Exempt Report - Planned and Reactive Repairs Managed Service Tender To consider an exempt report on the tenders received for the Planned and Reactive Repairs Managed Service contract. | Key Decision It is likely to result in the Council incurring expenditure above or making savings of up to £164,000 | Private | Hilary Gillies, Interim Corporate Procurement Manager Deputy Leader |
| Cabinet 24 02 2021 | Revenue Monitoring Q3 (Oct - Dec) To note the level of revenue spend to the end of December 2020. | Non-Key Decision | Public | Grant Miles, Interim Chief Accountant Finance Portfolio Holder |
| Cabinet 24 02 2021 | Capital Monitoring Q3 (Oct-Dec) To note the level of Capital spend to the end of December 2020. | Non-Key Decision | Public | Grant Miles, Interim Chief Accountant Finance Portfolio Holder |
| Cabinet 24 02 2021 Council 25 02 2021 | Detailed Revenue Budget To consider the detailed revenue budget for 2021/22. | Non-Key Decision | Public | Terry Collier, Deputy Chief Executive Finance Portfolio Holder |

1 December 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 02 2021 Council 25 02 2021 | Capital programme 2021/22 To agree the Capital programme for 2021/22. | Non-Key Decision | Public | Grant Miles, Interim Chief Accountant Finance Portfolio Holder |
| Cabinet 24 02 2021 Council 25 02 2021 | Draft Capital Strategy | Non-Key Decision | Public | Heather Morgan, Group Head - Regeneration and Growth Leader of the Council |
| Cabinet 24 02 2021 | Fees and Charges 2021/22 To consider the level of fees and charges for the period 2021/11 | Non-Key Decision | Public | Grant Miles, Interim Chief Accountant Finance Portfolio Holder |
| Cabinet 24 02 2021 Council 25 02 2021 | Annual Grants To agree the organisations to which grants will be made for 2021/22. | Non-Key Decision | Public | Tracy Reynolds, Community Development Manager Finance Portfolio Holder |
| Cabinet 24 02 2021 Council 25 02 2021 | Calendar of Meetings 2021-2022 To agree a calendar of meetings for 2021-2022 | Non-Key Decision | Public | Gillian Scott, Principal Committee Manager Leader of the Council |