



Spelthorne Borough Council

Services Committees Forward Plan and Key Decisions

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

A **Key Decision** is a decision to be taken by the Service Committee, 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.

Please direct any enquiries about this Plan to CommitteeServices@spelthorne.gov.uk.

Spelthorne Borough Council

Service Committees Forward Plan and Key Decisions for 1 October 2021 to 31 January 2022

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
Corporate Policy and Resources Committee 19 10 2021	Staines Health and Wellbeing Centre	Non-Key Decision	Private	Heather Morgan, Group Head - Regeneration and Growth
Corporate Policy and Resources Committee 15 11 2021	Corporate Health and Safety Policy To adopt a Corporate Health and Safety Policy	Non-Key Decision	Public	Stuart Mann, Health & Safety Officer
Corporate Policy and Resources Committee 15 11 2021	Recovery Action Plan To receive an update on the COVID-19 Recovery Action Plan	Non-Key Decision	Public	Sandy Muirhead, Group Head - Commissioning and Transformation, Lee O'Neil, Deputy Chief Executive
Corporate Policy and Resources Committee 15 11 2021	Procurement of Fire Alarms Systems and Emergency Lighting Installations Maintenance Services - Residential and Municipal Properties	Non-Key Decision	Public	Alfred Osawe, Senior Building Manager
Corporate Policy and Resources Committee 15 11 2021	Ashford Multi-Storey Car Park To consider an exempt report requesting approval of consultant's fees to progress the project.	Key Decision It is likely to result in the Council incurring expenditure above or making savings of up to £250,000	Private	Richard Mortimer, Asset Management Contractor

Date of decision and decision maker	Matter for consideration	Key or non-Key Decision	Decision to be taken in Public or Private	Lead Officer
Corporate Policy and Resources Committee 29 11 2021	Determination of the 2022/23 Council Tax base for tax setting	Key Decision It is significant in terms of its effect on communities living or working in an area comprising two or more wards	Public	Paul Taylor, Chief Accountant
Corporate Policy and Resources Committee 29 11 2021	Treasury Management Mid Year Report	Non-Key Decision	Public	Terry Collier, Deputy Chief Executive
Corporate Policy and Resources Committee 29 11 2021	Capital monitoring (Qtr. 2 July-Sept) To note the current level of Capital spend.	Non-Key Decision	Public	Paul Taylor, Chief Accountant
Corporate Policy and Resources Committee 29 11 2021	Draft Capital Strategy 2022-2027	Non-Key Decision	Public	Nick Cummings, Property and Development Manager
Corporate Policy and Resources Committee 29 11 2021	Outline Budget 2022-2023 To consider the Outline Budget for 2022-2023	Non-Key Decision	Public	Terry Collier, Deputy Chief Executive, Paul Taylor, Chief Accountant
Corporate Policy and Resources Committee 29 11 2021	Recovery Action Plan To receive an update on the COVID-19 Recovery Action Plan	Non-Key Decision	Public	Sandy Muirhead, Group Head - Commissioning and Transformation, Lee O'Neil, Deputy Chief Executive
Corporate Policy and Resources Committee 29 11 2021	Revenue monitoring (Qtr. 2 July-Sept) To note the current level of revenue spend.	Non-Key Decision	Public	Terry Collier, Deputy Chief Executive, Paul Taylor, Chief Accountant

Date of decision and decision maker	Matter for consideration	Key or non-Key Decision	Decision to be taken in Public or Private	Lead Officer
Corporate Policy and Resources Committee 29 11 2021	Treasury Management Strategy - half yearly report To consider the Treasury Management Strategy - half yearly report.	Non-Key Decision	Public	Terry Collier, Deputy Chief Executive, Paul Taylor, Chief Accountant
Corporate Policy and Resources Committee 07 02 2022 Council 24 02 2022	Capital Programme 2022/23 To consider the Capital Programme and Prudential Indicators for 2022/23 and make a recommendation to Council.	Non-Key Decision	Public	Terry Collier, Deputy Chief Executive, Heather Morgan, Group Head - Regeneration and Growth
Corporate Policy and Resources Committee 07 02 2022 Council 24 02 2022	Capital Strategy 2022 to 2027 Committee is asked to recommend to Council that the Capital Strategy for 2022 to 2027 be approved.	Non-Key Decision	Public	Terry Collier, Deputy Chief Executive, Heather Morgan, Group Head - Regeneration and Growth
Corporate Policy and Resources Committee 07 02 2022 Council 24 02 2022	Detailed Revenue Budget 2022/23 To consider the detailed Revenue Budget for 2022/23 and make recommendations to Council.	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, Paul Taylor, Chief Accountant
Corporate Policy and Resources Committee 07 02 2022	Fees and Charges To consider the Fees and Charges for 2022/23.	Non-Key Decision	Public	Terry Collier, Deputy Chief Executive, Paul Taylor, Chief Accountant

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Corporate Policy and Resources Committee 07 02 2022 Council 24 02 2022	Members Allowances Scheme 2022-23 To consider the Members Allowances Scheme for 2022-23.	Non-Key Decision	Public	Victoria Statham, Group Head of Corporate Governance
Corporate Policy and Resources Committee 07 02 2022 Council 24 02 2022	Pay Award 2022-23 To consider the Pay Award for 2022-23 and make a recommendation to Council.	Non-Key Decision	Public	Sandy Muirhead, Group Head - Commissioning and Transformation, Debbie O'Sullivan, HR Manager, Angela Tooth, Human Resources Officer
Corporate Policy and Resources Committee 07 02 2022 Council 24 02 2022	Pay Policy Statement 2022/23 To consider the proposed Pay Policy Statement and make a recommendation to Council.	Non-Key Decision	Public	Sandy Muirhead, Group Head - Commissioning and Transformation, Debbie O'Sullivan, HR Manager, Angela Tooth, Human Resources Officer
Corporate Policy and Resources Committee 07 02 2022	Recovery Action Plan To receive an update on the COVID-19 Recovery Action Plan	Non-Key Decision	Public	Sandy Muirhead, Group Head - Commissioning and Transformation, Lee O'Neil, Deputy Chief Executive
Corporate Policy and Resources Committee 07 02 2022	Reserves Policy To consider the Reserves Policy.	Non-Key Decision	Public	Terry Collier, Deputy Chief Executive, Paul Taylor, Chief Accountant
Corporate Policy and Resources Committee 07 02 2022	Treasury Management Outturn report To consider the Treasury Management Outturn report.	Non-Key Decision	Public	

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Corporate Policy and Resources Committee 07 02 2022	Treasury Management Strategy Report	Key Decision It is likely to result in the Council incurring expenditure above or making savings of up to £250,000	Public	Terry Collier, Deputy Chief Executive
Corporate Policy and Resources Committee 07 02 2022	Treasury Management Strategy Statement To consider the Treasury Management Strategy for 2022/23 and make a recommendation to Council.	Non-Key Decision	Public	Anna Russell, Deputy Chief Accountant
Corporate Policy and Resources Committee 07 02 2022	Proposed Extension and Retendering of Property Management Contracts	Non-Key Decision		
Corporate Policy and Resources Committee 14 03 2022	Capital Monitoring Report Q3 (Oct-Dec 2021)	Non-Key Decision	Public	Paul Taylor, Chief Accountant
Corporate Policy and Resources Committee 14 03 2022	Revenue Monitoring Report Q3 (Oct-Dec 2021)	Non-Key Decision	Public	Paul Taylor, Chief Accountant
Corporate Policy and Resources Committee 19 04 2022	Annual Review of Community Lettings Policy	Non-Key Decision	Public	Deborah Ashman, (Joint) Group Head - Community Wellbeing, Nick Cummings, Property and Development Manager

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Corporate Policy and Resources Committee 19 04 2022	Recovery Action Plan To receive an update on the COVID-19 Recovery Action Plan	Non-Key Decision	Public	Sandy Muirhead, Group Head - Commissioning and Transformation, Lee O'Neil, Deputy Chief Executive