



## **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](mailto:CommitteeServices@spelthorne.gov.uk).

## Spelthorne Borough Council

### Service Committees Forward Plan and Key Decisions for 25 June 2021 to 26 May 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  |
|--|--|---|---|---|
| Administrative Committee<br>07 10 2021                             | Corporate Procurement Strategy, Policy & Procedures - for implementation   | 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                                    | Hilary Gillies, Interim Corporate Procurement Manager         |
| Administrative Committee<br>07 10 2021                             | Elections update<br>To receive a report detailing how decisions were made on the locations of and communications around polling stations at the recent election in May 2021. | Non-Key Decision  | Public                                    | Victoria Statham, Group Head of Corporate Governance          |
| Administrative Committee<br>07 10 2021                             | ICT Storage & Back up Hardware Refresh<br>To received an update on the IT infrastructure review.   | Non-Key Decision  | Public                                    | Sandy Muirhead, Group Head - Commissioning and Transformation |
| Administrative Committee<br>07 10 2021                             | Capital Monitoring Report (Qtr 1 April-June)   | Non-Key Decision  | Public                                    | Paul Taylor, Chief Accountant                                 |
| Administrative Committee<br>07 10 2021                             | Revenue Monitoring Report (Qtr 1 April-June)   | Non-Key Decision  | Public                                    | Paul Taylor, Chief Accountant                                 |
| Administrative Committee<br>10 02 2022                             | Review of programme management<br>To received an update on the Council's programme management.   | Non-Key Decision  | Public                                    | Sandy Muirhead, Group Head - Commissioning and Transformation |

| Date of decision and decision maker    | Matter for consideration | Key or non-Key Decision | Decision to be taken in Public or Private | Lead Officer   |
|--|--------------------------|-------------------------|---|--|
| Administrative Committee<br>10 02 2022 | Service Plan Update      | Non-Key Decision        | Public                                    | Sandy Muirhead, Group Head -<br>Commissioning and Transformation |