



## **Spelthorne Borough Council Services Committees Forward Plan**

This Forward Plan sets out the decisions which the Service Committees expect to take over the forthcoming months.

Please direct any enquiries about this Plan to [CommitteeServices@spelthorne.gov.uk](mailto:CommitteeServices@spelthorne.gov.uk).

## Spelthorne Borough Council

### Service Committees Forward Plan for 1 August 2024 to 31 March 2025

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 09 09 2024	Artificial Intelligence Policy Draft	Non-Key Decision	Confidential	Sacha Bailey, Projects Officer
Corporate Policy and Resources Committee 09 09 2024	Corporate Risk Management	Non-Key Decision	Public	Lee O'Neil, Deputy Chief Executive
Corporate Policy and Resources Committee 09 09 2024	Bus Shelter Maintenance	Non-Key Decision	Public	Jackie Taylor, Group Head - Neighbourhood Services
Corporate Policy and Resources Committee 09 09 2024	Commercial Property Insurance Renewal	Key Decision	Public	Katherine McIlroy, Asset Manager
Corporate Policy and Resources Committee 09 09 2024	5 Swimmers Statue	Key Decision	Public	Coralie Holman, Group Head Assets
Corporate Policy and Resources Committee 09 09 2024	Annual Complaints Performance 2023-2024	Non-Key Decision	Public	Gillian Scott, Corporate Governance Support Officer

<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</b>
Council 24 10 2024	Waterfront Development Agreement	Non-Key Decision	Public	Richard Mortimer, Development Management Consultant
Corporate Policy and Resources Committee 09 09 2024	Housing Complaints Performance and Self-Assessment against Housing Ombudsman Complaint Handling Code	Non-Key Decision	Public	Gillian Scott, Corporate Governance Support Officer
Corporate Policy and Resources Committee 09 09 2024	Solar Canopies Over 'Eclipse' Leisure Centre Car Park	Non-Key Decision	Public	Timothy Snook, Sustainability Officer
Corporate Policy and Resources Committee 09 09 2024	Quarter 1 (30 June 2024) Capital Monitoring report	Key Decision	Public	Mahmud Rogers, Joint Financial Services Manager
Corporate Policy and Resources Committee 09 09 2024	Q1 Revenue Monitoring Report as at 30 June 2024	Key Decision	Public	Ben Hanger, Project Accountant, Mahmud Rogers, Joint Financial Services Manager
Corporate Policy and Resources Committee 15 10 2024	Change to Treasury Management Strategy – Proposed Draw Down of Pooled Funds	Non-Key Decision	Public	Prithiva Janaka, Treasury Management and Capital Accountant, Mahmud Rogers, Joint Financial Services Manager
Corporate Policy and Resources Committee 15 10 2024	Action Tracker Update	Non-Key Decision	Public	Lee O'Neil, Deputy Chief Executive

## 1 August 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
Corporate Policy and Resources Committee 15 10 2024	2023-24 Reserves Outturn Report	Non-Key Decision	Public	Paul Taylor, Chief Accountant
Corporate Policy and Resources Committee 15 10 2024	Leisure Centre Rate Relief Application	Key Decision	Public	Sandy Muirhead, Group Head - Commissioning and Transformation
Corporate Policy and Resources Committee	Discretionary Rate Relief Policy	Key Decision It is significant in terms of its effect on communities living or working in an area comprising two or more wards	Public	
Corporate Policy and Resources Committee 15 10 2024	Fees & Charges	Non-Key Decision	Public	Mahmud Rogers, Joint Financial Services Manager
Corporate Policy and Resources Committee 15 10 2024	Service Plans	Non-Key Decision	Public	Coralie Holman, Group Head Assets
Corporate Policy and Resources Committee 15 10 2024	Spelthorne Financial Services Partnership	Non-Key Decision	Public	Terry Collier, Deputy Chief Executive, Karen Limmer, Interim Monitoring Officer
Corporate Policy and Resources Committee 15 10 2024	Key Performance Indicators 2023/24	Key Decision	Public	Sandy Muirhead, Group Head - Commissioning and Transformation

## 1 August 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
Community Wellbeing and Housing Committee 24 09 2024  Corporate Policy and Resources Committee 15 10 2024	Safeguarding Children and Adults at Risk Policy 2024-2028	Non-Key Decision	Public	Lisa Stonehouse, Community Development Manager
Corporate Policy and Resources Committee 09 12 2024	Growth Bids, Capital Bids & Savings Plan	Non-Key Decision	Public	Mahmud Rogers, Joint Financial Services Manager
Corporate Policy and Resources Committee 09 12 2024	Appointment of Charity Trustees - Staines Parochial Charity	Non-Key Decision	Public	Karen Wyeth, Principal Committee Manager
Corporate Policy and Resources Committee 09 12 2024	Appointment of Charity Trustees - Laleham Charities - Hodgson & Reeve	Non-Key Decision	Public	Karen Wyeth, Principal Committee Manager
Corporate Policy and Resources Committee 09 12 2024	Houses in Multiple Occupation	Key Decision	Public	Esme Spinks, Planning Development Manager
Council 12 12 2024	Determination of 2025/26 Council Tax Base for Tax Setting	Key Decision	Public	Mahmud Rogers, Joint Financial Services Manager
Council 12 12 2024	Calendar of Meetings 2025 - 2026	Non-Key Decision	Public	Matthew Williams, Committee Manager

**1 August Key Decision Forward plan**

<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</b>
Corporate Policy and Resources Committee 09 12 2024	Budget Report	Non-Key Decision	Public	Mahmud Rogers, Joint Financial Services Manager
Corporate Policy and Resources Committee 20 01 2025	Interest Income	Non-Key Decision	Public	Mahmud Rogers, Joint Financial Services Manager
Corporate Policy and Resources Committee 20 01 2025	Investments, Regeneration & Municipal Portfolios	Non-Key Decision	Public	Mahmud Rogers, Joint Financial Services Manager
Corporate Policy and Resources Committee 20 01 2025	Government Funding	Non-Key Decision	Public	Mahmud Rogers, Joint Financial Services Manager
Corporate Policy and Resources Committee 20 01 2025	Movement on Reserves (Including Sinking Fund)	Non-Key Decision	Public	Mahmud Rogers, Joint Financial Services Manager
Corporate Policy and Resources Committee 20 01 2025	Houses of Multiple Occupancy Update	Key Decision	Public	Esme Spinks, Planning Development Manager, Tracey Willmott-French, Senior Environmental Health Manager
Corporate Policy and Resources Committee 10 02 2025	MTFP	Non-Key Decision	Public	Mahmud Rogers, Joint Financial Services Manager

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Corporate Policy and Resources Committee 10 02 2025	Capital Programme	Non-Key Decision	Public	Mahmud Rogers, Joint Financial Services Manager
Corporate Policy and Resources Committee 10 02 2025	Reserves Strategy	Non-Key Decision	Public	Mahmud Rogers, Joint Financial Services Manager
Corporate Policy and Resources Committee 10 02 2025	Detailed Budget TMS	Non-Key Decision	Public	Mahmud Rogers, Joint Financial Services Manager
Community Wellbeing and Housing Committee 02 12 2024	Growth Bids, Capital Bids & Savings Plan	Non-Key Decision	Public	Mahmud Rogers, Joint Financial Services Manager
Community Wellbeing and Housing Committee 02 12 2024	Budget Report	Non-Key Decision	Public	Mahmud Rogers, Joint Financial Services Manager
Community Wellbeing and Housing Committee 02 12 2024	Fees & Charges	Non-Key Decision	Public	Mahmud Rogers, Joint Financial Services Manager
Community Wellbeing and Housing Committee 02 12 2024	Service Plans	Non-Key Decision	Public	Karen Sinclair, Group Head - Community Wellbeing

Date of decision and decision maker	Matter for consideration	Key or non-Key Decision	Decision to be taken in Public or Private	Lead Officer
Environment and Sustainability Committee 03 12 2024	Growth Bids, Capital Bids & Savings Plan	Non-Key Decision	Public	Mahmud Rogers, Joint Financial Services Manager
Environment and Sustainability Committee 03 12 2024	Budget Report	Non-Key Decision	Public	Mahmud Rogers, Joint Financial Services Manager
Environment and Sustainability Committee 03 12 2024	Fees & Charges	Non-Key Decision	Public	Mahmud Rogers, Joint Financial Services Manager
Environment and Sustainability Committee 03 12 2024	Service Plans	Non-Key Decision	Public	Sandy Muirhead, Group Head - Commissioning and Transformation
Corporate Policy and Resources Committee 10 01 2025	Lloyds Bank Contract	Non-Key Decision	Private	Mahmud Rogers, Joint Financial Services Manager