



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 December 2024 to 1 June 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
Business, Infrastructure and Growth Committee 05 12 2024 Council 12 12 2024	Development Site Disposal Options	Key Decision	Private	Coralie Holman, Group Head - Assets
Corporate Policy and Resources Committee 09 12 2024 Council 12 12 2024	Appointment of an Independent Member of the Commercial Assets Sub-Committee	Key Decision	Part public/part private	Coralie Holman, Group Head - Assets
Corporate Policy and Resources Committee 09 12 2024	Appointment of Charity Trustees - Laleham Charities - Hodgson & Reeve	Non-Key Decision	Public	Karen Wyeth, Democratic Services Manager
Corporate Policy and Resources Committee 09 12 2024	Appointment of Charity Trustees - Staines Parochial Charity	Non-Key Decision	Public	Karen Wyeth, Democratic Services Manager
Corporate Policy and Resources Committee 09 12 2024 Council 12 12 2024	Determination of 2025/26 Council Tax Base for Tax Setting	Key Decision	Public	Mahmud Rogers, Joint Financial Services Manager

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 12 2024	Knowle Green Estates Annual Report	Key Decision	Public	Terry Collier, Deputy Chief Executive
Corporate Policy and Resources Committee 09 12 2024	Leisure Centre Revenue Impact	Key Decision	Public	Prithiva Janaka, Treasury Management and Capital Accountant, Mahmud Rogers, Joint Financial Services Manager
Corporate Policy and Resources Committee 09 12 2024 Council 12 12 2024	Outline Budget Report	Key Decision	Public	Terry Collier, Deputy Chief Executive, Mahmud Rogers, Joint Financial Services Manager
Corporate Policy and Resources Committee 09 12 2024	Q2 Capital Monitoring Report	Key Decision	Public	Mahmud Rogers, Joint Financial Services Manager
Corporate Policy and Resources Committee 09 12 2024	Q2 Revenue Monitoring Report	Key Decision	Public	Mahmud Rogers, Joint Financial Services Manager
Corporate Policy and Resources Committee 09 12 2024	Reserves Strategy	Non-Key Decision	Public	Mahmud Rogers, Joint Financial Services Manager
Corporate Policy and Resources Committee 09 12 2024	Safeguarding Children and Adults at Risk Policy 2024-2028	Non-Key Decision	Public	Lisa Stonehouse, Community Development Manager

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
Corporate Policy and Resources Committee 09 12 2024 Council 12 12 2024	Solar Canopies Over 'Eclipse' Leisure Centre Car Park	Key Decision	Public	Timothy Snook, Sustainability Officer
Corporate Policy and Resources Committee 09 12 2024 Council 12 12 2024	Spelthorne MEP Works, Tender and Budget Approval	Key Decision	Public	Coralie Holman, Group Head - Assets
Commercial Assets Sub-Committee 16 12 2024	Refreshed Sinking Fund Model	Key Decision	Private	Paul Taylor, Chief Accountant
Corporate Policy and Resources Committee 20 01 2025	Action Tracker Update	Non-Key Decision	Public	Lee O'Neil, Deputy Chief Executive
Corporate Policy and Resources Committee 20 01 2025 Council 27 02 2025	Calendar of Meetings 2025 - 2026	Non-Key Decision	Public	Matthew Williams, Democratic Services Officer
Corporate Policy and Resources Committee 20 01 2025	Car Park Management system award	Key Decision	Public	Bruno Barbosa, Parking Services Manager

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
Corporate Policy and Resources Committee 20 01 2025	Corporate Policy and Resources Budget, Fees and Charges, Capital and Savings Plan	Non-Key Decision	Public	Mahmud Rogers, Joint Financial Services Manager
Corporate Policy and Resources Committee 20 01 2025	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 20 01 2025	Government Funding	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	Leisure Centre Rate Relief Application	Key Decision	Public	Sandy Muirhead, Group Head - Commissioning and Transformation
Corporate Policy and Resources Committee 20 01 2025	Lloyds Bank Contract	Non-Key Decision	Private	Mahmud Rogers, Joint Financial Services Manager

1 December Key Decision Forward plan

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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	Revised Corporate Complaints Policy To adopt a revised Policy which complies with the Local Government and Social Care Ombudsman's Complaint Handling Code.	Key Decision	Public	
Corporate Policy and Resources Committee 20 01 2025	Spelthorne Direct Services (SDS) Vehicle procurement	Key Decision	Private	Jackie Taylor, Group Head - Neighbourhood Services
Audit Committee 28 01 2025	2023-24 Audited Accounts for KGE	Key Decision	Public	Paul Taylor, Chief Accountant
Audit Committee 28 01 2025	2023-24 Audited Accounts SDS	Key Decision	Public	Paul Taylor, Chief Accountant
Corporate Policy and Resources Committee 10 02 2025 Council 27 02 2025	Capital Programme	Non-Key Decision	Public	Mahmud Rogers, Joint Financial Services Manager

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Corporate Policy and Resources Committee 10 02 2025 Council 27 02 2025	Capital Strategy 2025-2026	Key Decision	Public	Mahmud Rogers, Joint Financial Services Manager
Corporate Policy and Resources Committee 10 02 2025 Council 27 02 2025	Detailed Budget for 2025/26	Key Decision	Public	Mahmud Rogers, Joint Financial Services Manager
Corporate Policy and Resources Committee 10 02 2025 Council 27 02 2025	Detailed Budget Treasury Management Strategy	Non-Key Decision	Public	Mahmud Rogers, Joint Financial Services Manager
Corporate Policy and Resources Committee 10 02 2025	MTFP	Non-Key Decision	Public	Mahmud Rogers, Joint Financial Services Manager
Corporate Policy and Resources Committee 10 02 2025 Council 27 02 2025	Pay Policy 2025/26	Key Decision	Public	Debbie O'Sullivan, HR Manager

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Corporate Policy and Resources Committee 07 07 2025	Appointment of Charity Trustees - Staines Parochial Charity	Non-Key Decision	Public	Karen Wyeth, Democratic Services Manager
Corporate Policy and Resources Committee 07 07 2025	Appointments to Outside Bodies 25-26	Key Decision	Public	Karen Wyeth, Democratic Services Manager
	Asset Portfolio Exit Strategies	Non-Key Decision	Private	