

## **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

### Commercial Assets Sub-Committee Forward Plan

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
Commercial Assets Sub-Committee 24 02 2025	Extension of Property Management Contract with the current managing agent and appointment of new 3 year Property Management Contract for the Investment Portfolio	Non-Key Decision	Public	Sian Bowen, Principal Asset Manager
Commercial Assets Sub-Committee 24 02 2025	Investment & Regeneration Assets Business Plans	Non-Key Decision	Private	Coralie Holman, Group Head - Assets
Commercial Assets Sub-Committee 24 02 2025	Lease renewal Unit 38-39 Elmsleigh Shopping Centre, Staines-Upon-Thames TW18 4QB	Non-Key Decision	Private	Sian Bowen, Principal Asset Manager
Commercial Assets Sub-Committee 24 02 2025	Lease renewal Unit 13-14 Elmsleigh Shopping Centre, Staines-Upon-Thames TW18 4QB.	Non-Key Decision	Private	Sian Bowen, Principal Asset Manager
Commercial Assets Sub-Committee 24 02 2025	Letting of 3rd and 4th Floors Tothill Car Park	Non-Key Decision	Private	Sian Bowen, Principal Asset Manager
Commercial Assets Sub-Committee 24 02 2025	Update on Investment Portfolio Refurbishment Projects	Non-Key Decision	Private	Sian Bowen, Principal Asset Manager

Commercial Assets Sub-Committee 31 03 2025	Commercial Assets Business Plans Aggregated Summary Report	Non-Key Decision	Private	Coralie Holman, Group Head - Assets
Commercial Assets Sub-Committee 28 04 2025	Elmsleigh Centre Management Report	Non-Key Decision	Private	Sian Bowen, Principal Asset Manager
Commercial Assets Sub-Committee	Commercial Tenants with SPV's Report	Non-Key Decision	Private	Coralie Holman, Group Head - Assets