



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, 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 June 2025 to 31 May 2026

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
Members' briefing pack 15 10 2025	Surrey Climate Change Adaptation and Resilience Strategy (Surrey Adapt)	Non-Key Decision	Public	Sandy Muirhead, Group Head - Commissioning and Transformation, Timothy Snook, Sustainability Officer
Environment and Sustainability Committee 18 09 2025	Update to Climate Change Working Group Terms of Reference	Non-Key Decision	Public	Timothy Snook, Sustainability Officer
Environment and Sustainability Committee 18 09 2025	The Spelthorne Borough Council (Off-Street Parking Places Order) Amendment No.3) Order 2026	Non-Key Decision	Public	Bruno Barbosa, Parking Services Manager
Environment and Sustainability Committee 18 09 2025	Biodiversity Duty	Non-Key Decision	Public	Arthur Stokhuyzen, Climate Change Officer, Anna Fjortoft, Biodiversity Officer
Environment and Sustainability Committee 04 11 2025 Council 11 11 2025	Adoption of Local Plan	Non-Key Decision	Public	Jane Robinson, Principal Planning Officer
Environment and Sustainability Committee 04 11 2025 Council 11 11 2025	Adoption of the Spelthorne Design Code	Non-Key Decision	Public	Laura Richardson, Joint Interim Service Lead for Strategic Planning

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 04 11 2025 Council 11 11 2025	Re-adoption of Climate Change Supplementary Planning Document	Non-Key Decision	Public	Jane Robinson, Principal Planning Officer
Environment and Sustainability Committee 04 11 2025	Play Facility in Memorial Gardens, Staines-upon-Thames	Key Decision	Public	Jackie Taylor, Group Head - Neighbourhood Services
Environment and Sustainability Committee 13 11 2025	Design Review Panels	Non-Key Decision	Public	Laura Richardson, Joint Interim Service Lead for Strategic Planning
Environment and Sustainability Committee 13 11 2025	Green Initiatives Fund Bid - Electric Charge Points	Non-Key Decision	Public	Timothy Snook, Sustainability Officer
Environment and Sustainability Committee 13 11 2025	Green Initiatives fund Bid - Solar Panels	Non-Key Decision	Public	Timothy Snook, Sustainability Officer
Environment and Sustainability Committee 13 11 2025	Parking Services business improvements and efficiency review	Non-Key Decision	Public	Bruno Barbosa, Parking Services Manager
Environment and Sustainability Committee 13 11 2025	Green Initiatives Fund Bid - Internship Stipend	Non-Key Decision	Public	Arthur Stokhuyzen, Climate Change Officer

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 13 11 2025	Open Spaces and Biodiversity Strategy	Non-Key Decision	Public	Catherine Munro, Deputy Group Head Neighbourhood Services
Environment and Sustainability Committee 13 11 2025	Budget Report	Non-Key Decision	Public	Ola Owolabi, Interim Chief Accountant
Environment and Sustainability Committee 13 11 2025	Fees and Charges	Non-Key Decision	Public	Ola Owolabi, Interim Chief Accountant
Environment and Sustainability Committee 13 11 2025	Service Plans	Non-Key Decision	Public	Heather Morgan, Group Head - Place, Protection and Prosperity, Sandy Muirhead, Group Head - Commissioning and Transformation
Environment and Sustainability Committee 13 11 2025	Changes to Community Infrastructure Levy Bidding Rounds 2025/2026	Key Decision	Public	Jane Robinson, Principal Planning Officer