



WOKING BOROUGH COUNCIL

FORWARD PLAN OF KEY DECISIONS

**CIVIC OFFICES
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Period Covered: March 2021 - June 2021

WOKING BOROUGH COUNCIL'S FORWARD PLAN OF KEY DECISIONS

Under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, Woking Borough Council is required to publish a notice setting out the key decisions to be taken by the Council at least 28 clear days before the decision is made. In addition, the regulations require the Authority to publish details of any decisions to be taken in private at a meeting of the Executive at least 28 clear days before the meeting. It is intended that, by publishing the Plan, the citizens of Woking will be able to find out the expected timing of key decisions, who will take them and also the consultation mechanisms available.

For completeness this plan lists all the decisions to be taken by the Executive.

Key decisions are decisions made in connection with the discharge of a function which is the responsibility of the Council's Executive which is likely to result in:

The Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates, or

Significant effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the Council.

Key decisions can be taken by an individual Member or officer on behalf of the Executive under delegated powers.

Contact details for members of the Executive and the Council's Corporate Management Group are set out in this document.

Any reports relevant to the key decisions or the listed background documents (with the exception of confidential information) can be viewed on the website (www.woking.gov.uk), at the Civic Offices, or a copy can be purchased for a reasonable fee. A notice setting out the outcome of the decision will also be available within six days of the relevant meeting. For further details contact Democratic Services on 01483 743863 or e-mail memberservices@woking.gov.uk

Councillor A Azad
Leader of the Council

The Executive

Chairman: Councillor A Azad
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Vice-Chairman: Councillor S M Ashall
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Councillor G W Elson
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Officers

Corporate Management Group

Chief Executive:

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Director of Housing

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Director of Community Services

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Director of Neighbourhood Services

Geoff McManus
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25 March 2021

Key Decision	Subject	Decision to be taken	Consultation (Undertaken prior to the meeting unless otherwise stated)	Background Documents	Contact Officer
No	Notice of Motion - Cllr I Johnson - York Road Project	To consider the Notice of Motion from Cllr I Johnson referred to the Executive on 25 March 2021 by Council on 11 February 2021.	Cllr Harlow, Portfolio Holder.	None.	Director of Housing (Louise Strongitharm)
No	Notice of Motion - Cllr L Lyons - Paperless meetings	To consider the Notice of Motion from Cllr L S Lyons referred to the Executive on 25 March 2021 by Council on 11 February 2021.	Cllr Azad, Leader of the Council and Cllr Davis, Portfolio Holder.	None.	Director of Legal and Democratic Services (Peter Bryant)
No	Notice of Motion - Cllr L Lyons - Woking Station Pedestrian Underpass	To consider the Notice of Motion from Cllr L Lyons referred to the Executive on 25 March 2021 by Council on 11 February 2021.	Cllr Davis, Portfolio Holder.	None.	Director of Neighbourhood Services (Geoff McManus)
No	Notice of Motion - Cllr L Lyons - Provision of Affordable Homes Onsite	To consider the Notice of Motion from Cllr L Lyons referred to the Executive on 25 March 2021 by Council on 11 February 2021.	Cllr Elson, Portfolio Holder.	None.	Deputy Chief Executive (Douglas J Spinks)

No	Notice of Motion - Cllr L Lyons - Construction Site Noise Limits	To consider the Notice of Motion from Cllr L Lyons referred to the Executive on 25 March 2021 by Council on 11 February 2021.	Cllr Davis, Portfolio Holder.	None.	Director of Neighbourhood Services (Geoff McManus)
Yes	Corporate Plan	To recommend to Council the adoption of the Corporate Plan.	Cllr Azad, Portfolio Holder.	None.	Director of Community Services (Julie Fisher)
Yes	Medium Term Financial Strategy	The decision is sought to set the framework for Officers to develop detailed proposals for consideration by the Council to ensure the medium term financial stability of the Council in the context of its objective to support growth and to maintain services for local people.	Cllr Ashall, Portfolio Holder.	None.	Chief Finance Officer (Leigh Clarke)
Yes	Smarts Heath Road Woking Gymnastic Centre	To recommend to Council funding arrangements for the implementation of the approved scheme.	Cllr Azad, Portfolio Holder.	None.	Chief Executive (Ray Morgan)
Yes	Robin Hood	To recommend to Council the provision of Loan Finance to Rutland Woking for the development of the former Pub site for residential accommodation.	Cllr Azad, Portfolio Holder.	None.	Deputy Chief Executive (Douglas J Spinks)

No	Update on Council Decisions following the Independent Investigation into the Woking Football Club and Associated Developments	To receive an update on Council Decisions following the Independent Investigation into the Woking Football Club and Associated Developments.	Cllr Azad, Leader of the Council.	None.	Director of Legal and Democratic Services (Peter Bryant)
Yes	Monument Way West Development Proposals	To authorise the framework which will include affordable housing and Woking Community Transport relocation.	Cllr Azad, Portfolio Holder.	None.	Chief Executive (Ray Morgan)
No	Height and Scale of New Buildings across Woking	Following Cllr Lyon's Notice of Motion at Council on 3 December 2020, the Executive to receive a report setting out existing guidance regarding height and scale of new buildings, along with the consequential impacts which may arise from any changes, with a view to updating the Design Supplementary Planning Document, if appropriate.	Cllr Elson, Portfolio Holder.	None.	Deputy Chief Executive (Douglas J Spinks)
Yes	Financing Affordable Housing	To consider alternative financial arrangements to secure the delivery of affordable homes.	Cllr Azad, Leader of the Council, Cllr Harlow, Portfolio Holder for Housing, Cllr Ashall, Portfolio Holder for Finance.	None.	Chief Executive (Ray Morgan)

No	Council Tax and Business Rate Debt Collection - Adoption of Council Tax Protocol	Following Cllr Aziz's Notice of Motion at Council on 3 December 2020, the Executive to receive a report considering the adoption of the CAB Protocol or similar regarding collection of unpaid Council Tax and Business Rate debt.	Cllr Ashall, Portfolio Holder.	None.	Chief Finance Officer (Leigh Clarke)
No	Regulation of Investigatory Powers Act 2000 - Annual Monitoring Report and IPSO Report	To receive details of RIPA authorisations during 2020 calendar year, and to receive the IPSO report and agree any necessary resulting actions.	Cllr Azad, Portfolio Holder.	None.	Director of Legal and Democratic Services (Peter Bryant)
No	Write off of Irrecoverable Debt	To write off debts over £10,000.	Cllr Ashall, Portfolio Holder.	None.	Chief Finance Officer (Leigh Clarke)
No	Executive Undertakings - Woking Football Club (PLAN/2019/1176) and Egley Road (PLAN/2019/1177) Planning Applications	The Executive will be asked to consider agreeing to give effect to Section 106 planning obligations in respect of Planning Applications PLAN/2019/1177 and PLAN/2019/1176.	Cllr Azad, Leader of the Council.	None.	Director of Legal and Democratic Services (Peter Bryant)
Yes	Old Woking Community Centre and Woking College	To consider varying the lease arrangements to enable Woking College to use part of the community centre facilities and to authorise extensions to the community centre to meet the needs of the community association and the College.	Cllr Azad, Portfolio Holder.	None.	Chief Executive (Ray Morgan)

No	Performance and Financial Monitoring Information	To consider the Performance and Financial Monitoring Information contained in the Green Book.	Cllr Azad, Portfolio Holder.	None.	Chief Finance Officer (Leigh Clarke)
Yes	Monument Way West Development Proposals	<p>To receive confidential information in respect of the Monument Way West Development Proposals in Part I of the agenda.</p> <p>(The press and public will be excluded from the meeting during consideration of this item in view of the nature of the proceedings that, if members of the press and public were present during this item, there would be disclosure to them of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A, to the Local Government Act 1972.)</p>	Cllr Azad, Portfolio Holder.	None.	Chief Executive (Ray Morgan)

<p>Yes</p>	<p>Development Agreement - New Central Extension</p>	<p>To authorise a development agreement.</p> <p>(The press and public will be excluded from the meeting during consideration of this item in view of the nature of the proceedings that, if members of the press and public were present during this item, there would be disclosure to them of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A, to the Local Government Act 1972.)</p>	<p>Cllr Azad, Portfolio Holder.</p>	<p>None.</p>	<p>Chief Executive (Ray Morgan)</p>
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17 June 2021

Key Decision	Subject	Decision to be taken	Consultation (Undertaken prior to the meeting unless otherwise stated)	Background Documents	Contact Officer
Yes	Woking Borough Council Digital Transformation Strategy	To recommend to Council the Woking Borough Council Digital Transformation Strategy.	Cllr Davis, Portfolio Holder.	None.	Director of Planning
No	Animal Welfare Policy	To recommend to Council an Animal Welfare Policy.	Cllr Azad, Leader of the Council, Cllr Davis, Portfolio Holder.	None.	Chief Executive (Julie Fisher)
No	Churchyard Closure and Transfer of Maintenance Responsibility – St Mary The Virgin Horsell	The Executive is requested to resolve that the responsibility for the maintenance of the closed churchyard at St Mary The Virgin Horsell is transferred to Woking Borough Council.	Cllr Davis, Portfolio Holder.	None.	Director of Neighbourhood Services (Geoff McManus)
No	Risk Management and Business Continuity Annual Report	To receive the annual report on Risk Management and Business Continuity.	Cllr Azad, Portfolio Holder.	None.	Chief Executive (Julie Fisher)
No	Performance and Financial Monitoring Information	To consider the Performance and Financial Monitoring Information contained in the Green Book.	Cllr Azad, Portfolio Holder.	None.	Chief Finance Officer (Leigh Clarke)

No	Monitoring Reports - Projects	To provide quarterly reports on the progress of projects in the interests of financial prudence and corporate governance.	Cllr Azad, Portfolio Holder.	None.	Chief Executive (Julie Fisher)
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