



WOKING BOROUGH COUNCIL

FORWARD PLAN OF KEY DECISIONS

**CIVIC OFFICES
GLOUCESTER SQUARE
WOKING GU21 6YL
01483 755855
www.woking.gov.uk**

Period Covered: June 2021 - September 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 Leadership Team 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
cllrayesha.azad@woking.gov.uk

Vice-Chairman: Councillor S M Ashall
cllrsimon.ashall@woking.gov.uk

Councillor K M Davis
cllrkevin.davis@woking.gov.uk

Councillor D Harlow
cllrdebbie.harlow@woking.gov.uk

Councillor G W Elson
cllrgary.elson@woking.gov.uk

Councillor C S Kemp
cllrcolin.kemp@woking.gov.uk

Officers

Corporate Leadership Team

Chief Executive:

Julie Fisher
01483 743333
julie.fisher@woking.gov.uk

**Director of Legal & Democratic Services/
Monitoring Officer**

Peter Bryant
01483 743030
peter.bryant@woking.gov.uk

**Director of Finance/
Chief Finance Officer**

Leigh Clarke
01483 743277
leigh.clarke@woking.gov.uk

Director of Housing

Louise Strongitharm
01483 743599
louise.strongitharm@woking.gov.uk

Director of Planning

Giorgio Framaliccio
01483 743440
giorgio.framaliccio@woking.gov.uk

Director of Neighbourhood Services

Geoff McManus
01483 743707
geoff.mcmanus@woking.gov.uk

Director of Community Services

Vacancy

17 June 2021

Key Decision	Subject	Decision to be taken	Consultation (Undertaken prior to the meeting unless otherwise stated)	Background Documents	Contact Officer
No	Petition - David Lloyd Health and Fitness Centre	To receive a petition.	Cllr Harlow, Portfolio Holder.	None.	Chief Executive (Julie Fisher)
No	Petition - Loan Agreement with GolDev Woking Limited	To receive a petition.	Cllr Azad, Leader of the Council.	None.	Chief Executive (Julie Fisher)
No	Notice of Motion - Cllr L Lyons - Construction Site Noise Limits	To consider the Notice of Motion from Cllr L Lyons originally referred to the Executive on 25 March 2021 by Council on 11 February 2021. Council on 8 April 2021 deferred the Motion to the Executive on 17 June 2021 for further consideration.	Cllr Davis, Portfolio Holder.	None.	Director of Neighbourhood Services (Geoff McManus)
No	Notice of Motion - Cllr W Forster - Green Flag Award	To consider the Notice of Motion from Cllr W Forster referred to the Executive on 17 June 2021 by Council on 8 April 2021.	Cllr Kemp, Portfolio Holder.	None.	Director of Neighbourhood Services (Geoff McManus)
No	Notice of Motion - Cllr M Raja - Brookwood Cemetery Burial Charges	To consider the Notice of Motion from Cllr M Raja referred to the Executive on 17 June 2021 by Council on 8 April 2021.	Cllr Azad, Portfolio Holder.	None.	Director of Planning (Giorgio Framalitto)

No	Notice of Motion - Cllr M Raja - Supporting the work of the Planning and Overview and Scrutiny Committees	To consider the Notice of Motion from Cllr M Raja referred to the Executive on 17 June 2021 by Council on 8 April 2021.	Cllr Azad, Portfolio Holder.	None.	Director of Legal and Democratic Services (Peter Bryant)
No	Notice of Motion - Cllr T Aziz - Public Consultation on Housing Infrastructure Fund (HIF) Scheme	To consider the Notice of Motion from Cllr T Aziz referred to the Executive on 17 June 2021 by Council on 8 April 2021.	Cllr Azad, Leader of the Council.	None.	Director of Planning (Giorgio Framalocco)
No	Notice of Motion - Cllr T Aziz - Review of the operation of Woking Borough Council's Planning Department	To consider the Notice of Motion from Cllr T Aziz referred to the Executive on 17 June 2021 by Council on 8 April 2021.	Cllr Elson, Portfolio Holder.	None.	Director of Planning (Giorgio Framalocco)
No	Notice of Motion - Cllr T Aziz - Investigation into New Vision Homes	To consider the Notice of Motion from Cllr T Aziz referred to the Executive on 17 June 2021 by Council on 8 April 2021.	Cllr Harlow, Portfolio Holder.	None.	Director of Housing (Louise Strongitharm)
No	Notice of Motion - Cllr M Ali - Eligibility of residents to positions with the Council and Residents' Panel	To consider the Notice of Motion from Cllr M Ali referred to the Executive on 17 June 2021 by Council on 8 April 2021.	Cllr Azad, Leader of the Council.	None.	Director of Legal and Democratic Services (Peter Bryant)
Yes	Recommendation from Climate Change Working Group - Future of Planet Woking	To receive recommendations from the Climate Change Working Group regarding the future of Planet Woking.	Cllr Davis, Portfolio Holder, Climate Change Working Group.	None.	Director of Neighbourhood Services (Geoff McManus)

Yes	Recommendation from Climate Change Working Group - Renewable Energy Plan	To receive recommendations from the Climate Change Working Group regarding the adoption of the Renewable Energy Plan.	Cllr Davis, Portfolio Holder, Climate Change Working Group.	None.	Director of Neighbourhood Services (Geoff McManus)
No	Recommendation from Climate Change Working Group - The Use of Audio, Video or Web Conferencing for Non-Statutory Meetings	To receive recommendations from the Climate Change Working Group regarding the use of audio, video or web conferencing for non-statutory meetings.	Cllr Davis, Portfolio Holder, Climate Change Working Group.	None.	Director of Neighbourhood Services (Geoff McManus)
Yes	Victoria Way Central Reserve	To agree proposals for the Victoria Way central reservation which include refurbishing and replanting, and the installation of new street lighting associated with the Victoria Square development.	Cllr Kemp, Portfolio Holder.	None.	Director of Neighbourhood Services (Geoff McManus)
Yes	Town Centre Signage – Wayfinding Project	To agree proposals for Town Centre Signage - Wayfinding Project.	Cllr Kemp, Portfolio Holder.	None.	Director of Neighbourhood Services (Geoff McManus)
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	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)

15 July 2021

Key Decision	Subject	Decision to be taken	Consultation (Undertaken prior to the meeting unless otherwise stated)	Background Documents	Contact Officer
Yes	Medium Term Financial Strategy	To update Members on the issues which need to be taken into account in the priority and budget setting process for 2022/23 – 2024/25 and beyond.	Cllr Ashall, Portfolio Holder.	None.	Chief Executive (Julie Fisher)
Yes	Housing Strategy	To approve the Council's Housing Strategy.	Cllr Harlow, Portfolio Holder, Overview & Scrutiny Committee, Housing Task Group. Public consultation will be undertaken during May/June 2021.	None.	Director of Housing (Louise Strongitharm)
Yes	Health and Wellbeing Strategy	To approve the Council's Health and Wellbeing Strategy.	Cllr Harlow, Portfolio Holder, Shadow Portfolio Holder, Health and Wellbeing Task Group.	None.	Chief Executive (Julie Fisher)

No	Animal Welfare Policy	To recommend to Council an Animal Welfare Policy.	Cllr Azad, Leader of the Council, Cllr Davis, Portfolio Holder.	None.	Director of Neighbourhood Services (Geoff McManus)
No	Town Centre Masterplan Engagement and Consultation	To agree proposals in respect of Town Centre Masterplan Engagement and Consultation.	Cllr Elson, Portfolio Holder.	None.	Director of Planning (Giorgio Framallicco)
No	Equalities Annual Report - 2021	To receive an annual report detailing progress on the equalities agenda.	Cllr Azad, Portfolio Holder, employees, a range of voluntary and community sector groups and organisations.	None.	Chief Executive (Julie Fisher)
Yes	Treasury Management Annual Report 2020-21	To receive the Annual Treasury Management Report.	Cllr Ashall, Portfolio Holder.	None.	Chief Finance Officer (Leigh Clarke)
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)

<p>No</p>	<p>Employment Contract</p>	<p>To recommend to Council appropriate action under an employment contract.</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 1 of Part 1 of Schedule 12A, to the Local Government Act 1972.)</p>	<p>Cllr Azad, Leader of the Council.</p>	<p>None.</p>	<p>Chief Executive (Julie Fisher)</p>
------------------	----------------------------	---	--	--------------	---------------------------------------

9 September 2021

Key Decision	Subject	Decision to be taken	Consultation (Undertaken prior to the meeting unless otherwise stated)	Background Documents	Contact Officer
No	Safeguarding Policy	To recommend to Council the adoption of the updated Safeguarding Policy.	Cllr Harlow, Portfolio Holder.	None.	Chief Executive (Julie Fisher)
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.	Director of Planning (Giorgio Framallicco)
Yes	Review of the Infrastructure Capacity Study and Delivery Plan	To request the Executive to recommend to Council to note and support the Infrastructure Capacity Study and Delivery Plan.	Cllr Elson, Portfolio Holder, community engagement, stakeholder involvement, Woking Joint Committee and LDF Working Group.	None.	Director of Planning (Giorgio Framallicco)
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	Housing Assistance Policy	To agree minor changes to the Council's Housing Assistance Policy.	Cllr Harlow, 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)