



**WOKING BOROUGH COUNCIL**

# **FORWARD PLAN OF KEY DECISIONS**

**CIVIC OFFICES  
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**Period Covered: January 2022 - May 2022**

## **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](http://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](mailto:memberservices@woking.gov.uk)

**Councillor A Azad**  
**Leader of the Council**

# The Executive

**Chairman: Councillor A Azad**  
[cllrayesha.azad@woking.gov.uk](mailto:cllrayesha.azad@woking.gov.uk)

**Vice-Chairman: Councillor S M Ashall**  
[cllrsimon.ashall@woking.gov.uk](mailto:cllrsimon.ashall@woking.gov.uk)

**Councillor K M Davis**  
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**Councillor D Harlow**  
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**Councillor G W Elson**  
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**Councillor C S Kemp**  
[cllrcolin.kemp@woking.gov.uk](mailto:cllrcolin.kemp@woking.gov.uk)

# Officers

## Corporate Leadership Team

**Chief Executive:**

Julie Fisher  
01483 743333  
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**Director of Legal & Democratic Services/  
Monitoring Officer**

Joanne McIntosh  
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**Director of Finance/  
Chief Finance Officer**

Leigh Clarke  
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**Director of Housing**

Louise Strongitharm  
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**Director of Planning**

Giorgio Framaliccio  
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**Director of Neighbourhood Services**

Geoff McManus  
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**Director of Community Services**

Vacancy

## 20 January 2022

Key Decision	Subject	Decision to be taken	Consultation (Undertaken prior to the meeting unless otherwise stated)	Background Documents	Contact Officer
<b>No</b>	Notice of Motion - Cllr M Whitehand - Women's safety in public places	To consider the Notice of Motion from Cllr M Whitehand referred to the Executive on 20 January 2022 by Council on 2 December 2021.	Cllr Harlow, Portfolio Holder.	None.	Director of Neighbourhood Services (Geoff McManus)
<b>No</b>	Notice of Motion - Cllr E Nicholson - Male violence against women	To consider the Notice of Motion from Cllr E Nicholson referred to the Executive on 20 January 2022 by Council on 2 December 2021.	Cllr Harlow, Portfolio Holder.	None.	Director of Neighbourhood Services (Geoff McManus)
<b>No</b>	Notice of Motion - Cllr A-M Barker - Goldsworth Park lake footpath lighting	To consider the Notice of Motion from Cllr A-M Barker referred to the Executive on 20 January 2022 by Council on 2 December 2021.	Cllr Davis and Cllr Harlow, Portfolio Holders.	None.	Director of Neighbourhood Services (Geoff McManus)
<b>Yes</b>	Phase 2 – Infrastructure Capacity Study and Delivery Plan (IDP)	To request the Executive to recommend to Council to approve the IDP.	Cllr Elson, Portfolio Holder, LDF Working Group.	None.	Director of Planning (Giorgio Framaliccò)
<b>Yes</b>	Review of the Outlook, Amenity and Daylight Supplementary Planning Document (SPD)	To request the Executive to recommend to Council to adopt the Outlook, Amenity and Daylight SPD.	Cllr Elson, Portfolio Holder, LDF Working Group.	None.	Director of Planning (Giorgio Framaliccò)

<b>Yes</b>	Review of the Thames Basin Heaths Special Protection Areas Avoidance Strategy	To request the Executive to recommend to Council to adopt the Thames Basin Heaths Special Protection Areas Avoidance Strategy.	Cllr Elson, Portfolio Holder, LDF Working Group.	None.	Director of Planning (Giorgio Framalico)
<b>Yes</b>	Review of the Statement of Community Involvement (SCI)	To request the Executive to recommend to Council to approve the Statement of Community Involvement.	Cllr Elson, Portfolio Holder, LDF Working Group.	None.	Director of Planning (Giorgio Framalico)
<b>No</b>	Community Engagement and Consultation	To receive the report on the feedback on the Community Engagement Roadshows and Questionnaire.	Cllr Azad, Leader of the Council, Cllr Ashall, Portfolio Holder.	None.	Chief Executive (Julie Fisher)
<b>No</b>	Update on the Housing Service	To receive and note the progress update on Housing Service changes from 1 April 2022.	Cllr Harlow, Portfolio Holder.	None.	Director of Housing (Louise Strongitharm)
<b>No</b>	Housing Assistance Policy	To agree minor changes to the Council's Housing Assistance Policy.	Cllr Harlow, Portfolio Holder.	None.	Director of Housing (Louise Strongitharm)
<b>No</b>	Recommendation from Overview and Scrutiny Committee - Executive/Overview and Scrutiny Committee Protocol	To agree the Executive/Overview and Scrutiny Committee Protocol.	Overview and Scrutiny Committee, Cllr Azad, Portfolio Holder.	None.	Director of Planning (Giorgio Framalico)
<b>Yes</b>	Woking Borough Council - Tackling Climate Change Locally	To receive a paper on Tackling Climate Change Locally.	Cllr Davis, Portfolio Holder.	None.	Director of Neighbourhood Services (Geoff McManus)

<b>No</b>	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)
<b>Yes</b>	Property Management	<p>To consider a report on Property Management.</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.	Director of Planning (Giorgio Framalico)

### 3 February 2022

Key Decision	Subject	Decision to be taken	Consultation (Undertaken prior to the meeting unless otherwise stated)	Background Documents	Contact Officer
No	Corporate Plan	To consider the proposed corporate plan priorities and actions for 2022.	Cllr Azad, Portfolio Holder.	None.	Chief Executive (Julie Fisher)
Yes	Medium Term Financial Strategy (MTFS), General Fund, Service Plans, Budgets and Prudential Indicators 2022-23	To recommend to Council the MTFS, General Fund, Service Plans, Budgets and Prudential Indicators for 2022-23.	Cllr Ashall, Portfolio Holder, Business Managers.	None.	Chief Finance Officer (Leigh Clarke)
Yes	Housing Revenue Account Budgets 2022-23	To recommend to Council the Housing Revenue Account Budgets for 2022-23.	Cllr Ashall, Portfolio Holder, Business Managers.	None.	Chief Finance Officer (Leigh Clarke)
Yes	Investment Programme 2021-22 to 2025-26	To recommend to Council the full review of the Investment Programme and priorities.	Cllr Ashall, Portfolio Holder, Business Managers, Finance Task Group.	None.	Chief Finance Officer (Leigh Clarke)
Yes	Capital, Investment and Treasury Management Strategies	To recommend to Council the Capital, Investment and Treasury Management Strategies for 2022-23.	Cllr Ashall, Portfolio Holder.	None.	Chief Finance Officer (Leigh Clarke)
No	Surrey 2050 Place Ambition	To consider the Council's response to the consultation on the Surrey 2050 Place Ambition.	Cllr Elson, Portfolio Holder.	None.	Director of Planning (Giorgio Framalitto)



<b>No</b>	Surrey Minerals and Waste Local Plan - Issues and Options	To consider the Council's response to the consultation on the Surrey Minerals and Waste Local Plan - issues and options.	Cllr Elson, Portfolio Holder.	None.	Director of Planning (Giorgio Framalitto)
<b>No</b>	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)
<b>No</b>	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)

## 24 March 2022

Key Decision	Subject	Decision to be taken	Consultation (Undertaken prior to the meeting unless otherwise stated)	Background Documents	Contact Officer
<b>Yes</b>	Corporate Plan	To recommend to Council the Adoption of the Corporate Plan.	Cllr Azad, Portfolio Holder.	Corporate Plan priorities and actions.  Community Engagement and Consultation.	Chief Executive (Julie Fisher)
<b>Yes</b>	Directorate Plans	To recommend to Council the Adoption of Directorate Plans.	Cllr Azad, Portfolio Holder.	None.	Chief Executive (Julie Fisher)
<b>No</b>	Safeguarding Policy	To recommend to Council the adoption of the updated Safeguarding Policy.	Cllr Harlow, Portfolio Holder.	None.	Chief Executive (Julie Fisher)
<b>Yes</b>	Animal Welfare Policy	To recommend to Council the adoption of the Council's Animal Welfare Policy, following public consultation and stakeholder engagement.	Cllr Azad, Leader of the Council, Cllr Davis, Portfolio Holder, public consultation and stakeholder engagement.	None.	Director of Neighbourhood Services (Geoff McManus)
<b>No</b>	Town Centre and Victoria Square Update	To receive an update on the Town Centre and Victoria Square.	Cllr Azad, Leader of the Council.	None.	Chief Executive (Julie Fisher)

<b>No</b>	Write off of Irrecoverable Debt	To write off debts over £10,000.	Cllr Ashall, Portfolio Holder.	None.	Chief Finance Officer (Leigh Clarke)
<b>No</b>	Regulation of Investigatory Powers Act 2000 - Annual Monitoring Report	To receive details of RIPA authorisations during 2021 calendar year.	Cllr Azad, Portfolio Holder.	None.	Director of Legal and Democratic Services (Joanne McIntosh)
<b>No</b>	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)