



WOKING BOROUGH COUNCIL

FORWARD PLAN OF KEY DECISIONS

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

Period Covered: May 2022 - August 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), 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

The Membership of the Executive will be decided by the Leader of the Council and announced at the Council meeting on Monday, 23 May 2022.

Officers

Corporate Leadership Team

Chief Executive:

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

Strategic Director - Place

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

Strategic Director - Communities

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

Strategic Director – Corporate Resources

Vacancy

Director of Finance (Section 151 officer)

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

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

Joanne McIntosh
01483 743038
joanne.mcintosh@woking.gov.uk

16 June 2022

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 K Davis - Housing Allocations	To consider the Notice of Motion from Cllr K Davis referred to the Executive on 16 June 2022 by Council on 31 March 2022.	Portfolio Holder.	None.	Strategic Director - Communities (Louise Strongitharm)
No	Notice of Motion - Cllr D Roberts - Benefits Management	To consider the Notice of Motion from Cllr D Roberts referred to the Executive on 16 June 2022 by Council on 31 March 2022.	Portfolio Holder.	None.	Chief Executive (Julie Fisher)
Yes	Review of Community Grants	To recommend to Council proposed new operational processes to improve the administration of community grants.	Portfolio Holder.	None.	Strategic Director - Communities (Louise Strongitharm)
Yes	Housing Delivery Test and Action Plan	To note the Housing Delivery Test and seek authority to publish the Housing Delivery Test Action Plan.	Portfolio Holder.	None.	Strategic Director - Place (Giorgio Framallicco)
Yes	Update on Community Provision in Sheerwater	To receive an update on current and future community provision in Sheerwater.	Portfolio Holder.	None.	Strategic Director - Communities (Louise Strongitharm)

Yes	Treasury Management Annual Report 2021-22	To receive the Annual Treasury Management Report.	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.	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.	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.	Portfolio Holder.	None.	Chief Executive (Julie Fisher)

14 July 2022

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 (MTFS)	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.	Portfolio Holder.	None.	Director of Finance (Leigh Clarke)
No	Company Governance	To recommend to Council the adoption of updated company governance arrangements.	Portfolio Holder.	None.	Director of Legal and Democratic Services (Joanne McIntosh)
Yes	Draft Town Centre Masterplan	To consider the Draft Town Centre Masterplan and to seek authority for community and stakeholder consultation and engagement.	Portfolio Holder.	None.	Strategic Director - Place (Giorgio Framalico)
No	Equalities Annual Report - 2022	To receive an annual report detailing progress on the equalities agenda.	Portfolio Holder, employees, a range of voluntary and community sector groups and organisations.	None.	Chief Executive (Julie Fisher)

No	Performance and Financial Monitoring Information	To consider the Performance and Financial Monitoring Information contained in the Green Book.	Portfolio Holder.	None.	Chief Finance Officer (Leigh Clarke)
-----------	--	---	-------------------	-------	---