



WOKING BOROUGH COUNCIL

FORWARD PLAN OF KEY DECISIONS

**CIVIC OFFICES
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Period Covered: March 2023 - June 2023

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-M Barker
Leader of the Council

The Executive

Chairman: Councillor A-M Barker
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Vice-Chairman: Councillor W P Forster
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Councillor P J T Graves
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Councillor L S Lyons
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Councillor I Johnson
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Councillor E Nicholson
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Councillor D Roberts
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Officers

Corporate Leadership Team

Chief Executive:

Julie Fisher
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Strategic Director - Place

Giorgio Framalitto
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Strategic Director - Communities

Louise Strongitharm
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Strategic Director - Corporate Resources

Kevin Foster
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Director of Finance (Section 151 officer)

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

Joanne McIntosh
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23 March 2023

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.	Cllr Roberts, Portfolio Holder.	None.	Chief Finance Officer (Leigh Clarke)
No	Review of the Constitution	To recommend to Council the review of the Constitution.	Cllr Barker, Portfolio Holder.	None.	Director of Legal and Democratic Services (Joanne McIntosh)
Yes	Climate Change Strategy Review	To receive an update on Greener Woking and a draft Woking 2050 Climate Change Strategy for consultation.	Cllr Graves, Portfolio Holder, Greener Woking Working Group.	Woking 2050.	Strategic Director - Place (Giorgio Framaliccò)
Yes	Climate Change Supplementary Planning Document (SPD)	To seek approval to publish a draft Climate Change SPD for public consultation.	Cllr Lyons, Portfolio Holder, LDF Working Group.	None.	Strategic Director - Place (Giorgio Framaliccò)

Yes	Affordable Housing Delivery Supplementary Planning Document (SPD)	To recommend to Council the Affordable Housing Delivery Supplementary Planning Document (SPD).	Cllr Lyons, Portfolio Holder.	None.	Strategic Director - Place (Giorgio Framalico)
No	Cost of Living Crisis Update	To receive an update on the Cost of Living Crisis.	Cllr Barker, Leader of the Council.	None.	Strategic Director - Communities (Louise Strongitharm)
No	Revocation of the Air Quality Management Area (AQMA) at Anchor Hill, Knaphill	To receive an update on compliance with Air Quality Objectives at Anchor Hill since the AQMA was declared in 2014, and a recommendation for revocation of the AQMA.	Cllr Lyons and Cllr Graves, Portfolio Holders.	Anchor Hill Air Quality Action Plan, Air Quality Annual Status Report 2022.	Strategic Director - Place (Giorgio Framalico)
No	Appointment of Independent Directors to Council Companies	To determine the process for the appointment of Independent Directors.	Cllr Barker, Portfolio Holder.	None.	Director of Legal and Democratic Services (Joanne McIntosh)
No	Regulation of Investigatory Powers Act 2000 – Annual Monitoring Report	To receive details of RIPA authorisations during 2022 calendar year.	Cllr Barker, Portfolio Holder.	None.	Director of Legal and Democratic Services (Joanne McIntosh)
No	Write off of Irrecoverable Debt	To write off debts over £10,000.	Cllr Roberts, Portfolio Holder.	None.	Chief Finance Officer (Leigh Clarke)
No	Performance and Financial Monitoring Information	To consider the Performance and Financial Monitoring Information contained in the Green Book.	Cllr Barker, 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 Barker, Portfolio Holder.	None.	Strategic Director - Corporate Resources (Kevin Foster)

15 June 2023

Key Decision	Subject	Decision to be taken	Consultation (Undertaken prior to the meeting unless otherwise stated)	Background Documents	Contact Officer
No	Public Realm Usage Policy	To recommend that Council agrees a revised Policy which reflects changed circumstances in Woking Town Centre.	Cllr Roberts, Portfolio Holder, Internal stakeholders, Woking Shopping.	None.	Strategic Director - Place (Giorgio Framallicco)
No	Community Grants Update	To receive a full overview of the process, the applications received and the grants awarded.	Cllr Forster, Portfolio Holder.	None.	Strategic Director - Communities (Louise Strongitharm)
Yes	Treasury Management Annual Report 2022-23	To receive the Annual Treasury Management Report.	Cllr Roberts, Portfolio Holder.	None.	Chief Finance Officer (Leigh Clarke)
No	2022-23 Woking For All Outturn Report on Performance	To receive the 2022-23 Woking For All Outturn report on performance.	Cllr Barker, Leader of the Council.	None.	Strategic Director - Corporate Resources (Kevin Foster)
No	Risk Management and Business Continuity Annual Report	To receive the annual report on Risk Management and Business Continuity.	Cllr Barker, Portfolio Holder.	None.	Strategic Director - Corporate Resources (Kevin Foster)
No	Monitoring Reports - Projects	To provide quarterly reports on the progress of projects in the interests of financial prudence and corporate governance.	Cllr Barker, Portfolio Holder.	None.	Strategic Director - Corporate Resources (Kevin Foster)