



WOKING BOROUGH COUNCIL

FORWARD PLAN OF KEY DECISIONS

**CIVIC OFFICES
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Period Covered: June 2023 - September 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
cldrann-marie.barker@woking.gov.uk

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
cldrrellen.nicholson@woking.gov.uk

Councillor D Roberts
cldrdale.roberts@woking.gov.uk

Officers

Corporate Leadership Team

Chief Executive:

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

Acting Strategic Director - Place

Beverley Kuchar
01483 743473
beverley.kuchar@woking.gov.uk

Strategic Director - Communities

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

Strategic Director - Corporate Resources

Kevin Foster
01483 743198
kevin.foster@woking.gov.uk

**Interim Director of Finance (Section 151
Officer)**

Brendan Arnold
01483 743792
brendan.arnold@woking.gov.uk

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

Gareth John
01483 743077
gareth.john@woking.gov.uk

15 June 2023

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 E Nicholson - Retrospective Surface Water Action	To consider the Notice of Motion from Cllr E Nicholson referred to the Executive on 15 June 2023 by Council on 30 March 2023.	Cllr Graves and Cllr Lyons, Portfolio Holders.	None.	Acting Strategic Director - Place (Beverley Kuchar)
No	Notice of Motion - Cllr K Davis - Digital Spine Connection	To consider the Notice of Motion from Cllr K Davis referred to the Executive on 15 June 2023 by Council on 30 March 2023.	Cllr Roberts, Portfolio Holder.	None.	Strategic Director - Corporate Resources (Kevin Foster)
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	Woking Voluntary Sector Annual Report	To receive a full overview of the grants process, the applications received and the grants awarded, and an overview of wider support and partnerships.	Cllr Forster, Portfolio Holder.	None.	Strategic Director - Communities (Louise Strongitharm)
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	Write off of Irrecoverable Debt	To write off debts over £10,000.	Cllr Roberts, Portfolio Holder.	None.	Interim Director of Finance (Section 151 Officer) (Brendan Arnold)
No	Performance and Financial Monitoring Information	To consider the Performance and Financial Monitoring Information contained in the Green Book.	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)

13 July 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 support its Improvement and Recovery Plans.	Cllr Roberts, Portfolio Holder.	None.	Interim Director of Finance (Section 151 Officer) (Brendan Arnold)
Yes	Sheerwater Regeneration	To consider proposals for the future delivery of the Sheerwater Regeneration project.	Cllr Forster, Portfolio Holder.	None.	Strategic Director - Communities (Louise Strongitharm)
Yes	Housing Revenue Account (HRA) Recovery Plan	To consider proposals to deliver a sustainable Housing Revenue Account (HRA).	Cllr Roberts and Cllr Johnson, Portfolio Holders.	None.	Strategic Director - Communities (Louise Strongitharm), Interim Director of Finance (Section 151 Officer) (Brendan Arnold)
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 - Corporate Resources (Kevin Foster)

Yes	Town Centre Masterplan	To consider options for taking this work forward.	Cllr Barker, Leader of the Council, Cllr Lyons, Portfolio Holder.	None.	Acting Strategic Director - Place (Beverley Kuchar)
Yes	Treasury Management Annual Report 2022-23	To receive the Annual Treasury Management Report.	Cllr Roberts, Portfolio Holder.	None.	Interim Director of Finance (Section 151 Officer) (Brendan Arnold)
No	Equalities Annual Report 2023 including Pay Gap Report	To receive an annual report detailing progress on the equalities agenda, and Pay Gap Data.	Cllr Barker and Cllr Nicholson, Portfolio Holders, employees, a range of voluntary and community sector groups and organisations.	None.	Chief Executive (Julie Fisher)
No	Financial Monitoring Report	To receive a financial monitoring report.	Cllr Roberts, Portfolio Holder.	None.	Interim Director of Finance (Section 151 Officer) (Brendan Arnold)
No	Performance and Financial Monitoring Information	To consider the Performance and Financial Monitoring Information contained in the Green Book.	Cllr Barker, Portfolio Holder.	None.	Strategic Director - Corporate Resources (Kevin Foster)

14 September 2023

Key Decision	Subject	Decision to be taken	Consultation (Undertaken prior to the meeting unless otherwise stated)	Background Documents	Contact Officer
Yes	2023-24 to 2026-27 Woking For All Refresh	To recommend to Council the 2023-24 to 2026-27 Woking For All Strategy refresh.	Cllr Barker, Leader of the Council.	None.	Strategic Director - Corporate Resources (Kevin Foster)
No	CIL - Application for Funding - West Byfleet Rec Tennis Court Enhancement	To determine a CIL application for funding over £10,000 in respect of West Byfleet Rec tennis court enhancements.	Cllr Lyons, Portfolio Holder.	None.	Acting Strategic Director - Place (Beverley Kuchar)
No	Write off of Irrecoverable Debt	To write off debts over £10,000.	Cllr Roberts, Portfolio Holder.	None.	Interim Director of Finance (Section 151 Officer) (Brendan Arnold)
No	Performance and Financial Monitoring Information	To consider the Performance and Financial Monitoring Information contained in the Woking For All Performance Report.	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)