



WOKING BOROUGH COUNCIL

FORWARD PLAN OF KEY DECISIONS

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

Period Covered: November 2024 - March 2025

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 E Nicholson
cllrellen.nicholson@woking.gov.uk

Vice-Chairman: Councillor D Roberts
cllrdaled.roberts@woking.gov.uk

Councillor S Greentree
cllrsteve.greentree@woking.gov.uk

Councillor I Johnson
cllrrian.johnson@woking.gov.uk

Councillor L S Lyons
cllrliam.lyons@woking.gov.uk

Officers

Corporate Leadership Team

Chief Executive:

Richard Carr
01483 743333
richard.carr@woking.gov.uk

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

**Strategic Director for Finance (Section
151 Officer)**

Stephen Fitzgerald
01483 743070
stephen.fitzgerald@woking.gov.uk

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

Vacancy

14 November 2024

Key Decision	Subject	Decision to be taken	Consultation (Undertaken prior to the meeting unless otherwise stated)	Background Documents	Contact Officer
Yes	Woking For All Strategy	To recommend to Council the updated Woking for All Strategy, including actions, outcomes and success measures.	Cllr Barker, Portfolio Holder.	None.	Strategic Director - Corporate Resources (Kevin Foster)
No	Calendar of Meetings 2025-26	To recommend to Council the Calendar of Meetings for 2025-26.	Cllr Barker, Portfolio Holder.	None.	Director of Legal and Democratic Services
No	Sheerwater Land Transfer	To agree the disposal of vacant housing land to ThamesWey for the Yellow phase of the regeneration project.	Cllr Johnson, Portfolio Holder.	None.	Strategic Director - Communities (Louise Strongitharm)
Yes	Asset Disposal	To agree an asset sale.	Cllr Roberts, Portfolio Holder.	None.	Strategic Director - Corporate Resources (Kevin Foster)
Yes	Greenfield School - Loans	To agree rescheduling of the loans.	Cllr Roberts, Portfolio Holder.	None.	Strategic Director for Finance (Section 151 Officer) (Stephen Fitzgerald)

No	Performance Management Report	To consider the Performance Monitoring Information contained in the Performance Management Report.	Cllr Barker, Portfolio Holder.	None.	Strategic Director - Corporate Resources (Kevin Foster)
No	Budget Monitoring Q2 2024-25	To receive a financial monitoring report.	Cllr Roberts, Portfolio Holder.	None.	Strategic Director for Finance (Section 151 Officer) (Stephen Fitzgerald)
Yes	Asset Disposal	To receive confidential information in respect of the Asset Disposal item in Part I of the agenda. (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.)	Cllr Roberts, Portfolio Holder.	None.	Strategic Director - Corporate Resources (Kevin Foster)

Shareholder Executive Committee - 27 November 2024

Key Decision	Subject	Decision to be taken	Consultation (Undertaken prior to the meeting unless otherwise stated)	Background Documents	Contact Officer
Yes	ThamesWey Outline Business Case	To recommend to Council the ThamesWey Outline Business Case.	Cllr Barker, Leader of the Council.	None.	Strategic Director - Corporate Resources (Kevin Foster)
Yes	Victoria Square Woking Ltd Outline Business Case	To recommend to Council the Victoria Square Woking Ltd Outline Business Case.	Cllr Barker, Leader of the Council.	None.	Strategic Director - Corporate Resources (Kevin Foster)
Yes	ThamesWey Outline Business Case	<p>To receive confidential information in respect of the ThamesWey Outline Business Case item in Part I of the agenda.</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 Barker, Leader of the Council.	None.	Strategic Director - Corporate Resources (Kevin Foster)

Yes	Victoria Square Woking Ltd Outline Business Case	<p>To receive confidential information in respect of the Victoria Square Woking Ltd Outline Business Case item in Part I of the agenda.</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 Barker, Leader of the Council.	None.	Strategic Director - Corporate Resources (Kevin Foster)
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5 December 2024

Key Decision	Subject	Decision to be taken	Consultation (Undertaken prior to the meeting unless otherwise stated)	Background Documents	Contact Officer
Yes	Review of Fees and Charges 2025-26	To recommend to Council that the discretionary Fees and Charges for 2025-26 be approved.	Cllr Roberts, Portfolio Holder, and service users where appropriate.	None.	Strategic Director for Finance (Section 151 Officer) (Stephen Fitzgerald)
Yes	Investment Debt Repayment and Standstill 2024-25 and 2025-26	To receive a report on Investment Debt Repayment and Standstill 2024-25 and 2025-26.	Cllr Roberts, Portfolio Holder.	None.	Strategic Director - Corporate Resources (Kevin Foster), Strategic Director for Finance (Section 151 Officer) (Stephen Fitzgerald)
Yes	30 Year Housing Revenue Account (HRA) Business Plan	To approve the 30 Year Housing Revenue Account (HRA) Business Plan.	Cllr Johnson and Cllr Roberts, Portfolio Holders.	None.	Interim Director of Finance (Section 151 Officer), Strategic Director - Communities (Louise Strongitharm)
No	Draft Medium Term Financial Strategy (MTFS) and General Fund Budget 2025-26	To receive the draft Medium Term Financial Strategy and General Fund 2025-26 for the purpose of finalising proposals for service budgets and Council Tax.	Councillor Roberts, Portfolio Holder and Senior Managers.	None.	Strategic Director for Finance (Section 151 Officer) (Stephen Fitzgerald)

No	Draft Housing Revenue Account Budget Update 2025-26	To receive the draft Housing Revenue Account estimates 2025-26 for the purposes of finalising proposals for service.	Cllr Roberts, Portfolio Holder and Senior Managers.	None.	Strategic Director for Finance (Section 151 Officer) (Stephen Fitzgerald), Strategic Director - Communities (Louise Strongitharm)
Yes	Draft Capital Programme 2024-25 to 2028-29	To receive the draft Capital Programme.	Cllr Roberts, Portfolio Holder, Business Managers, Finance Task Group.	None.	Strategic Director for Finance (Section 151 Officer) (Stephen Fitzgerald)
Yes	Grant Thornton Remuneration	To receive a report on Grant Thornton remuneration following its review of historic decision-making.	Cllr Barker, Leader of the Council.	None.	Chief Executive (Richard Carr)
Yes	Asset Disposal	To agree an asset sale.	Cllr Roberts, Portfolio Holder.	None.	Strategic Director - Corporate Resources (Kevin Foster)
No	New Local Plan Project Timescales - Local Development Scheme (LDS)	To note the New Local Plan project timescales.	Cllr Lyons, Portfolio Holder.	None.	Strategic Director - Place (Beverley Kuchar)
No	Recommendation from Resource and Finance Scrutiny Committee - Treasury Management Mid-Year Review 2024-25	To consider a recommendation from Resource and Finance Scrutiny Committee following scrutiny of the Treasury Management Mid-Year Review 2024-25 at its meeting on 5 November 2024.	Resource and Finance Scrutiny Committee, Cllr Roberts, Portfolio Holder.	None.	Strategic Director for Finance (Section 151 Officer) (Stephen Fitzgerald)

No	Project Monitoring Report	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)
Yes	Investment Debt Repayment and Standstill 2024-25 and 2025-26	<p>To receive confidential information in respect of the Investment Debt Repayment and Standstill 2024-25 and 2025-26 item in Part I of the agenda.</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 Roberts, Portfolio Holder.	None.	Strategic Director - Corporate Resources (Kevin Foster), Strategic Director for Finance (Section 151 Officer) (Stephen Fitzgerald)

<p>Yes</p>	<p>Asset Disposal</p>	<p>To receive confidential information in respect of the Asset Disposal item in Part I of the agenda.</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>	<p>Cllr Roberts, Portfolio Holder.</p>	<p>None.</p>	<p>Strategic Director - Corporate Resources (Kevin Foster)</p>
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16 January 2025

Key Decision	Subject	Decision to be taken	Consultation (Undertaken prior to the meeting unless otherwise stated)	Background Documents	Contact Officer
Yes	Asset Disposal	To agree an asset sale.	Cllr Roberts, Portfolio Holder.	None.	Strategic Director - Corporate Resources (Kevin Foster)
Yes	Asset Disposal	<p>To receive confidential information in respect of the Asset Disposal item in Part I of the agenda.</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 Roberts, Portfolio Holder.	None.	Strategic Director - Corporate Resources (Kevin Foster)

13 February 2025

Key Decision	Subject	Decision to be taken	Consultation (Undertaken prior to the meeting unless otherwise stated)	Background Documents	Contact Officer
Yes	General Fund Budget 2025-26	To recommend to Council the General Fund Budgets for 2025-26.	Cllr Roberts, Portfolio Holder, Business Managers.	None.	Strategic Director for Finance (Section 151 Officer) (Stephen Fitzgerald)
Yes	Housing Revenue Account Budgets 2025-26	To recommend to Council the Housing Revenue Account Budgets for 2025-26.	Cllr Roberts, Portfolio Holder, Business Managers.	None.	Strategic Director for Finance (Section 151 Officer) (Stephen Fitzgerald)
Yes	Capital Programme 2024-25 to 2028-29	To recommend to Council the full review of the Capital Programme and priorities.	Cllr Roberts, Portfolio Holder, Business Managers, Finance Task Group.	None.	Strategic Director for Finance (Section 151 Officer) (Stephen Fitzgerald)
Yes	Capital, Investment and Treasury Management Strategies and MRP Statement	To recommend to Council the Capital, Investment and Treasury Management Strategies and MRP Statement.	Cllr Roberts, Portfolio Holder.	None.	Strategic Director for Finance (Section 151 Officer) (Stephen Fitzgerald)
Yes	Joint Waste Collection Services Contract Re-tender	To recommend to Council the re-tender of the Joint Waste Collection Services Contract.	Cllr Nicholson, Portfolio Holder.	None.	Strategic Director - Place (Beverley Kuchar)

Yes	Asset Disposal	To agree an asset sale.	Cllr Roberts, Portfolio Holder.	None.	Strategic Director - Corporate Resources (Kevin Foster)
No	Performance Management Report	To consider the Performance Monitoring Information contained in the Performance Management Report.	Cllr Barker, Portfolio Holder.	None.	Strategic Director - Corporate Resources (Kevin Foster)
No	Budget Monitoring Q3 2024-25	To receive a financial monitoring report.	Cllr Roberts, Portfolio Holder.	None.	Strategic Director for Finance (Section 151 Officer) (Stephen Fitzgerald)
Yes	Asset Disposal	To receive confidential information in respect of the Asset Disposal item in Part I of the agenda. (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.)	Cllr Roberts, Portfolio Holder.	None.	Strategic Director - Corporate Resources (Kevin Foster)

13 March 2025

Key Decision	Subject	Decision to be taken	Consultation (Undertaken prior to the meeting unless otherwise stated)	Background Documents	Contact Officer
No	Improvement and Recovery Plan Progress	To recommend to Council a progress update on the Improvement and Recovery Plan.	Cllr Barker, Portfolio Holder.	None.	Strategic Director - Corporate Resources (Kevin Foster)
No	Regulation of Investigatory Powers Act 2000 – Annual Monitoring Report	To receive details of RIPA authorisations during 2024 calendar year.	Cllr Barker, Portfolio Holder.	None.	Director of Legal and Democratic Services
Yes	Asset Disposal	To agree an asset sale.	Cllr Roberts, Portfolio Holder.	None.	Strategic Director - Corporate Resources (Kevin Foster)
No	Write off of Sundry Debts	To write off debts over £10,000.	Cllr Roberts, Portfolio Holder.	None.	Strategic Director for Finance (Section 151 Officer) (Stephen Fitzgerald)
No	Project Monitoring Report	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)

<p>Yes</p>	<p>Asset Disposal</p>	<p>To receive confidential information in respect of the Asset Disposal item in Part I of the agenda.</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>	<p>Cllr Roberts, Portfolio Holder.</p>	<p>None.</p>	<p>Strategic Director - Corporate Resources (Kevin Foster)</p>
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