

# Forward Plan

Period Covered: 1 April 2024 to 31 July 2024

This document is the Forward Plan of the Cabinet of Elmbridge Borough Council and contains matters which the Leader of the Council has reason to believe will be the subject of consideration by the Cabinet or an Individual Cabinet Member, during the period shown above. Items on the Forward Plan include

→ Key Decisions defined as those decisions which are likely:

- (i) 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
- (ii) to be significant in terms of its effects on communities living or working in the area comprising two or more wards (or electoral divisions) in the area of the Council

🔒 All other items determined by the Cabinet are non-key decisions but still important issues

\* Recommendations to Council which are matters the Cabinet does not have the authority to determine

*It should be noted that dates for items to be considered may be subject to change.*

Members of the public are welcome attend meetings of the Cabinet, except for the consideration of items where it is likely that, in view of the nature of the business to be transacted, confidential / exempt information would be disclosed. Decisions taken by Individual Cabinet Members are also open to the public unless the nature of the business to be transacted would disclose confidential / exempt information.

This is formal notice under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 that part of any of the Cabinet meetings listed below may be held in private because the agenda and reports for that meeting will contain exempt information under Part 1 of Schedule 12A to the Local Government Act 1972 (as amended), and that the public interest in withholding the information outweighs the public interest in disclosing it.

The Forward Plan can be found on the Council's website [www.elmbridge.gov.uk](http://www.elmbridge.gov.uk) and at the Civic Centre, Esher. For a copy of the Forward Plan, further information on any item contained within the Forward Plan, or details on how to address a Cabinet meeting, please contact Mrs. T. Hulse, Principal Committee and Member Services Officer in the Democratic Services Team on 01372 474175, e-mail: [thulse@elmbridge.gov.uk](mailto:thulse@elmbridge.gov.uk).

Copies of the Cabinet agenda will be available for inspection at the Council Offices, Civic Centre, High Street, Esher, Surrey KT10 9SD at least five clear working days before the date of the meeting and can be accessed via the Council's website [www.elmbridge.gov.uk](http://www.elmbridge.gov.uk).

## **Cabinet Members and their responsibilities - Municipal Year 2023/24**

**Leader and Policy & Transformation – Councillor Bruce McDonald**

**Deputy Leader and Leisure, Culture & Commercial Strategy – Councillor Simon Waugh**

**Climate Change & Sustainability – Councillor David Young**

**Community Care – Councillor Gill Coates**

**Environmental Services – Councillor Ashley Tilling**

**Finance and Resources – Councillor Mike Rollings**

**Housing – Councillor Alex Batchelor**

**Planning, Enterprise and Local Economy – Councillor Robin Stephens**

## Items to be taken to Cabinet / Individual Cabinet Member Decision Making in next four months

Portfolio Holder	Item for consideration	Type of decision: Key Decision ↔ Non-Key Decision 🔒 For recommendation to Council *	To be discussed in public (PU) / To be discussed in private (PRI)	Details of Consultation (if to be undertaken)	Anticipated date of consideration by Cabinet / Individual Member	Contact Officer	Other Committees that have considered this item
Policy & Transformation / Climate Change & Sustainability	Sustainable Procurement Policy	🔒	PU		11 March 2024	Head of Legal and Governance	
Leisure, Culture & Commercial Strategy	Purchase of Former Adult Education Centre, Elm Grove, Walton on Thames	🔒	PU		13 March 2024	Head of Assets & Property	
Planning, Enterprise and Local Economy	Housing Delivery Test (HDT) Action Plan	🔑	PU		20 March 2024	Head of Planning and Environmental Health	
Policy & Transformation	Equality, Diversity and Inclusion Strategy	🔑	PU		28 March 2024	Head of Policy & Performance	
Leader	2023/24 Performance Monitoring – Q4	✳️	PU		3 July 2024	Head of Policy & Performance	
Climate Change & Sustainability	Climate Change & Sustainability Update	🔑	PU		3 July 2024	Head of Policy & Performance	
Finance & Resources	2023/24 Revenue & Capital Outturn and Budget 2024/25 Update	✳️	PU		3 July 2024	Head of Finance and Section 151 Officer	
Leisure, Culture & Commercial Strategy / Finance & Resources	Property Matters	✳️	PRI		3 July 2024	Head of Assets & Property	

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Policy & Transformation / Climate Change & Sustainability	Sustainable Procurement Policy	🔒	PU		11 March 2024	Head of Legal and Governance	
Leisure, Culture & Commercial Strategy	Purchase of Former Adult Education Centre, Elm Grove, Walton on Thames	🔒	PU		13 March 2024	Head of Assets & Property	
Planning, Enterprise and Local Economy	Housing Delivery Test (HDT) Action Plan	🔑	PU		20 March 2024	Head of Planning and Environmental Health	
Policy & Transformation	Equality, Diversity and Inclusion Strategy	🔑	PU		28 March 2024	Head of Policy & Performance	
Leisure, Culture & Commercial Strategy / Finance & Resources	Property Portfolio Performance Update	✳️	PU		3 July 2024	Head of Assets & Property	
Leisure, Culture & Commercial Strategy	Civic Centre Project	🔑	PU		3 July 2024	Strategic Director	

## Future items / items to be confirmed

Portfolio Holder	Item for consideration	Type of decision: Key Decision ↔ Non-Key Decision 🔒 For recommendation to Council *	To be discussed in public (PU) / To be discussed in private (PRI)	Details of Consultation (if to be undertaken)	Anticipated date of consideration by Cabinet / Individual Member	Contact Officer	Other Committees that have considered this item
Leader	2024/25 Performance Monitoring – Q1	✳	PU		18 September 2024	Head of Policy & Performance	
Leader / Finance and Resources	MTFS – Budget Strategy 2025/26 and current year budget update	✳	PU		18 September 2024	Head of Finance and Section 151 Officer	
Finance and Resources	2024/25 Revenue and Capital Budget Update – Quarter 1	🔒	PU		18 September 2024	Head of Finance and Section 151 Officer	
Leisure, Culture & Commercial Strategy	Property Matters	✳	PRI		18 September 2024	Head of Assets and Property	
Leader	2024/25 Performance Monitoring – Q2	✳	PU		20 November 2024	Head of Policy & Performance	
Leader	Council's Schedule of Meetings 2025/26	✳	PU		20 November 2024	Head of Legal and Governance	
Finance and Resources	2024/25 Quarter 2 Revenue and Capital Budget Update and forecast for the year	✳	PU		20 November 2024	Head of Finance and Section 151 Officer	
Leisure, Culture & Commercial Strategy	Property Matters	✳	PRI		20 November 2024	Head of Assets and Property	
Leader	2024/25 Performance Monitoring – Q3	✳	PU		5 February 2025	Head of Policy & Performance	
Leader / Finance and Resources	Capital Strategy 2025 to 2045	✳	PU		5 February 2025	Head of Finance and Section 151 Officer	
Leader / Finance and Resources	Treasury Management Strategy	✳	PU		5 February 2025	Head of Finance and Section 151 Officer	

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Leader / Finance and Resources	Revenue and Capital Budget and Council Tax 2025/26	✳	PU		5 February 2025	Head of Finance and Section 151 Officer	
Finance and Resources	Strategic Risk Register	✳	PU		5 February 2025	Head of Legal and Governance	
Leisure, Culture & Commercial Strategy	Property Matters	✳	PRI		5 February 2025	Head of Assets and Property	
Leisure, Culture & Commercial Strategy	Property Matters	✳	PRI		19 March 2025	Head of Assets and Property	
Leisure, Culture & Commercial Strategy	Culture Leisure and Environment						