

WAVERLEY BOROUGH COUNCIL

MINUTES OF THE MEETING OF THE EXECUTIVE – 29 JUNE 2010

SUBMITTED TO THE COUNCIL MEETING – 20 JULY 2010

(To be read in conjunction with the Agenda for the Meeting)

- | | |
|----------------------------------|--------------------------|
| * Cllr Robert Knowles (Chairman) | * Cllr Stephen O'Grady |
| Cllr Mike Band (Vice-Chairman) | * Cllr Stefan Reynolds |
| Cllr Mrs Carole King | * Cllr Roger Steel |
| * Cllr Bryn Morgan | * Cllr Adam Taylor-Smith |
| * Cllr David Munro | * Cllr Keith Webster |
- * Present

Cllr David Inman was also in attendance

21. MINUTES (Agenda Item 2)

The Minutes of the Meeting of the Executive held on 25 May 2010 were confirmed and signed.

22. APOLOGIES FOR ABSENCE (Agenda Item 3)

Apologies for absence were received from Cllr Mike Band and Cllr Mrs Carole King.

23. DISCLOSURE OF INTERESTS (Agenda Item 4)

Cllrs Stephen O'Grady and Roger Steel declared personal interests in Agenda Items 14 (East Street), 16 (Thames Basin Heaths SPA) and 20 (Farnham Museum) as members of Farnham Town Council.

PART I - RECOMMENDATIONS TO THE COUNCIL

24. EAST STREET REGENERATION SCHEME, FARNHAM (Agenda Item 14; Appendix I)

24.1 The East Street regeneration project is a major scheme for the provision of new shops, restaurants, residential, affordable housing, a multi-screen cinema and re-provision of day centre facilities to be built in the East Street /Brightwells area of Farnham. Planning permission was approved in 2008 and commencement of the scheme is now awaiting national market conditions to improve for work to commence and for the other contract conditions to be satisfied.

24.2 In 2007 the Council negotiated with the chosen developer for East Street, Crest Nicholson and Sainsbury's (CNS), to redesign the project and reduce the scale of the project so that it better harmonised with Farnham's diversity of traditional styles. Following a lengthy consultation with the residents of Farnham, the result was a redesigned scheme intended to overcome previous concerns of size, and mass. Whilst it was smaller than previous proposals it

was considered financially viable according to all then market benchmarks. In October 2008 the Council agreed to grant planning permission for the revised scheme, subject to a section 106 agreement, which was completed in August 2009.

- 24.3 The Development Agreement between CNS and the Council that was originally entered into in 2003 (as subsequently varied) is conditional on certain stated conditions being satisfied. The conditions that require being satisfied include:
- a) the scheme being financially viable
 - b) the acquisition of land remaining outside of the Councils control
 - c) CNS securing funding for the scheme, and
 - d) the re-routing of certain footpaths.
- 24.4 The Development Agreement provides that potentially CNS or the Council may bring the Development Agreement to an end if the contract conditions are not satisfied by 31 December 2010, unless the agreement is automatically extended in the event of an ongoing CPO or planning appeal. This date is referred to in the Development Agreement as the 'Long Stop Date'. This item deals with the case for agreeing a variation to the Development Agreement to extend the Long Stop Date.
- 24.5 Since the date that the planning application was determined in October 2008 the current national (and international) recession had deepened to the point where all major town centre regeneration projects throughout the UK that were not pre-funded, have halted. The contract conditions relating to funding and financial viability are not satisfied and are unlikely to be satisfied until the overall economic position in the UK improves.
- 24.6 The CNS project team and the Council team led by the Chief Executive has in co-operation with the Portfolio Holder received regular quarterly updates on the financial viability of the project. The pre-conditions for financial viability depend on a number of factors including:
- (i) interest and commitment from retail, cinema, and restaurant operations at an acceptable level of rental income and most notably three anchor stores, which would establish the standard and mix of the resultant shopping space;
 - (ii) the recovery of the residential housing market; and
 - (iii) the state of the investment and funding market in the UK; and
- 24.7 The return of these three areas to a position of strength will then determine the interest and commitment of funders, who since the autumn of 2008, as a result of the banking crisis, have retreated from financing all town centre regeneration across the UK.
- 24.8 The economy has shown signs of a recovery but recovery is fragile and the length of the downturn is still unknown and recovery not accurately predictable.

- 24.9 The housing market has recovered some of its lost ground, so that in the view of some valuers the level of pricing now stands at 10% less than before the recession started in 2008. Significantly the latest figures from The Nationwide Building Society have reported a 10.5% rise in house prices over the past 12 months. Construction costs have also fallen since 2008. Whilst funders have expressed interest in the East Street scheme, there is currently general caution for investment in the retail elements.
- 24.10 CNS prepared a detailed viability calculation and presented the findings on 6 April 2010 to the Leader, Deputy Leader and Portfolio Holder for the East Street Project. Whilst this showed that the viability of the scheme was improving, particularly the residential elements, the scheme is not yet viable. The conclusion was that currently and foreseeably for the next 6 months there would be only very slow improvements in the viability criteria, and that according to economic sentiment it would take some time before town centre regeneration projects would become viable again nationally.
- 24.11 CNS and their valuers DTZ have expressed optimism that of all the stalled national projects Farnham East Street would be one of the most attractive to investors and tenants when the UK emerges from the economic downturn. Also the outlook for continuing improvement in the residential market continued to be strongest in the South East and Waverley area in particular. They also produced written assurances from a major funder that given a critical mass of confident interest and commitment from the retail sector it would be prepared to invest.
- 24.12 CNS and their advisers believe that the scheme that has planning consent is of a type that remains relevant and is likely to return to financial viability over time.
- 24.13 Much work has been invested by the Council and CNS in the East Street project to the point at which a planning permission has been granted and work has been carried out on site preparation, land assembly, and footpath diversions. It is evident that the continuing fragility of the recovery is frustrating the final steps in allowing the project to become a reality. However both CNS and Waverley are preparing for a position to take advantage of improved economic conditions when they occur.
- 24.14 The Council has taken steps to improve and prepare the development site and for example during the past six months the former health centre and three former dwellings have been demolished. The development site no longer has such a dilapidated outlook. The Portfolio Holder is committed to maintaining the development site in a clean, tidy and cleared condition pending the start of comprehensive development.
- 24.15 It is clear that the outstanding Development Agreement conditions are not now achievable prior to the current Long Stop Date of 31 December 2010. Officers recommended that it would therefore seem prudent to extend the Long Stop Date by a further period until 31 December 2012.

- 24.16 Viability reports and discussions will continue with another report being made to the Council in September 2011 or before if the market conditions improve sufficiently to achieve viability earlier.
- 24.17 The advantages of extending the Long Stop Date to 31 December 2012 can be summarised as follows:
- (i) Both CNS and the Council will have a greater degree of certainty to progress the project and to continue spending money and time to move the project forward;
 - (ii) CNS will be able to continue with meaningful discussions with retailers, restaurant operators and cinema operators who will feel more certain about the likelihood of the project progressing; and
 - (iii) The extension reflects that the UK economy is not yet sufficiently strong to make the scheme currently viable.
- 24.18 When considering this item, the Executive was minded only to extend the Long Stop Date until 31 December 2011 to encourage continued momentum for progressing the scheme and to avoid prolonging the uncertainty in the area any longer than necessary. The Executive therefore

RECOMMENDS that

- 3. the Chief Executive working with the Portfolio Holder the Chief Executive will seek to negotiate with CNS to extend the Long Stop Date under the Development Agreement to 31 December 2011; and**
- 4. subject to satisfactory negotiations, the Council enters into a further deed of variation with CNS to extend the Longstop Date to 31 December 2011.**

Background Papers

There are no background papers (as defined by Section 100D(5) of the Local Government Act 1972) relating to this report.

25. FARNHAM DESIGN STATEMENT (Agenda Item 15; Appendix J)

- 25.1 A Town Design Statement is a published document that gives a detailed guide to the character of a town. It sets out the specific nature of the buildings and landscape which make the town distinctive, with recommendations on how to encourage new development that enhances and compliments what already exists. A Town Design Statement is similar in concept to a Village Design Statement but the scale and complexity of towns means that a carefully coordinated approach is required in its production (The Countryside Agency, March 2003).

- 25.2 Given the pressure for new development in Farnham, the Town Council decided to prepare its own Design Statement. This is expected to give guidance to residents, developers and the Planning Service for consideration when preparing plans for development, for pre-application discussion and in the determination of planning applications.
- 25.3 It is intended that the FDS will serve a number of purposes. It contains specific design guidelines that are intended to be used in the consideration of proposed new development within the town. It also provides local views and comments on wide planning issues in the town, with the intention that these will be taken into account by the Council when developing future planning policies. The specific aims of the FDS are:
- To develop guidelines, which will have a positive influence on development throughout the town.
 - To represent the views of local residents about future development in the areas in which they live.
 - To raise awareness of the important features of the town and its surrounding villages and countryside.
 - To conserve the best of the architecture, by ensuring that any new development respects and complements the area's character.
 - To ensure a sustainable and attractive environment for future generations.
 - To assist developers and architects in providing developments which are appropriate to Farnham.
- 25.4 Farnham Town Council began work on the FDS at the beginning of 2009. A copy of the latest version of the document is available in the Members' Room, at the Locality Offices, on the Waverley website with the Council agenda papers or on request.
- 25.5 The FDS will directly relate to the Development Plan. In this case the policy to be amplified is Saved Policy D4 (Design and Layout) of the Waverley Borough Local Plan 2002.
- 25.6 The document is split into a number of chapters, both thematic (i.e. infrastructure) and based on location (i.e. Moor Park etc.). This approach acknowledges the similarities and differences between the different areas and ensures that the design guidelines respond directly to an area's character, rather than producing a set of guidelines to cover the whole of Farnham. The supporting text has evolved out of the significant public consultation that has taken place (see below). It identifies residents' concerns and also highlights aspirations for the future of the town.
- 25.7 The FDS has been subject to a comprehensive consultation process, ensuring that it will be a robust document and stand up through the planning process. The following table outlines the key dates and events in the consultation process:

| Key Date | Event |
|----------|--|
| May 2009 | Three workshops for: <ul style="list-style-type: none"> • Members of Farnham Town Council |

| | |
|-----------------------------------|---|
| | <ul style="list-style-type: none"> Residents' associations and local organisations (x2) |
| 29 September 2009 | Meeting with Planning Services (WBC). |
| January 2010 | Questionnaire on Farnham Town Council website. |
| 19 & 22 January 2010 | Two stakeholder workshops. |
| 26 January 2010 – 9 February 2010 | Series of seven roadshows in the following locations: <ul style="list-style-type: none"> Rowledge The Bourne Farnham Town Council (3 events) Badshot Lea Uppes Hale |
| 5 February 2010 | Meeting with Planning Services (WBC). |
| 22 February 2010 | Meeting with Planning Services (WBC). |
| 15 March 2010 to 30 April 2010 | Formal consultation co-ordinated by Farnham Town Council. A total of 1,300 people were consulted including 21 statutory bodies and organisations and 64 local developers and architects. This consultation included Waverley Borough Council. |
| Various | Various coverage in the press, including an article in the Roundabout magazine (March 2010) which is delivered free to every household in Farnham. |

25.8 Farnham Town Council have co-ordinated all of the responses, and where practicable accommodated changes in the document. In addition a number of changes have been made to the document reflecting the response to the consultation by WBC Officers. These changes include:

- Details of fact (e.g. that Farnham Park is a designated Local Nature Reserve and no longer a proposed one).
- Clarification on how the document is to be used (e.g. the design guidelines will be used for development control purposes and the text used to inform future policy formulation through the LDF).
- Ensuring a consistent approach to density throughout the document.
- Amendments to the wording of specific design guidelines to ensure that they do not conflict with local, regional or national planning policy (e.g. replacement of the word 'must' with 'should').
- Guidelines that are not design based have been relocated into the main body of text.
- Inclusion of additional information (e.g. affordable housing, University of Creative Arts etc.).

25.9. These amendments are not considered to be at odds with national, regional or local plan policy. The design guidelines, as set out in the document, are considered to comfortably supplement the policies of the local plan. The supporting text for each section and the introductory chapters, particularly the chapter on infrastructure, go beyond commenting on design principles/guidelines, and embrace issues more appropriate to the LDF. This information will help to shape future policies for the town of Farnham.

25.10 The FDS is a well-constructed document providing a comprehensive study of the character of the town. It has also been subject to a robust and transparent consultation process to ensure that residents and interested stakeholders have had the opportunity to comment on, and shape the final document. This means that the document is considered ready to be published as a material planning consideration when determining planning applications. Given that the document serves a number of purposes, it is important to stress that when using the document to assess planning applications, the focus will be on the specific design guidelines for the relevant part of the town, rather than the general text of the document which, for reasons explained above, goes wider than just setting out specific design guidelines.

25.11 The Executive accordingly

RECOMMENDS that

- 5. the Farnham Design Statement be adopted as a material planning consideration.**

Background Papers

There are no background papers (as defined by Section 100D(5) of the Local Government Act 1972) relating to this report.

26. PETITIONS SCHEME FOR WAVERLEY BOROUGH COUNCIL (Agenda Item 17; Appendix L)

26.1 Waverley already has a very accessible and open process for submitting petitions to the authority, which is set out at Article 3a of the Constitution and in the Council's Procedure Rules 10.9-10.17. Waverley has set a very low threshold of signatures required to constitute a petition, though even this has on occasion been waived for petitions by younger people. This item seeks approval for the adoption and publication of a new Petitions Scheme, as attached at Annexe 1.

26.2 The core requirements of the Petitions Scheme, as laid out by the Act, are as follows. They require us to make changes to our Constitution, Procedure Rules and Terms of Reference:

- To set a target time for the acknowledgement of petitions. This requires a clear process to be set up to manage petitions, as outlined in the scheme (this will require changes to Procedure Rules 10.10 and 10.15).
- To widen the relevance of petitions, so that more members of the public can organise them. This requires a change to Procedure Rule 16 and Article 3a of the Constitution.
- To explain what will be done with petitions and how the Council will respond to them. Signature thresholds are set out in the Scheme, which determine how the petition will be dealt with. This requires a change to Procedure Rule 10.17

- To describe what will exclude a petition from being considered by the Council, which will require additional information to be included in the Constitution.
- To outline an appeal process for those who are dissatisfied with the manner in which the Council has handled a petition, as above.
- To outline the change in role of Overview and Scrutiny Committees (they will have three key roles – as under the current system, petitions can be referred to them, however they can also hold officers to account (if it is requested in the petition submitted and has the requisite number of signatures) and they are a key part of the appeals process. The changes in the role of Overview and Scrutiny Committees will require amendments to the Constitution, Procedure Rules and terms of reference. The suggested officers who can be called to account by a petition signed by at least 2,000 people in Waverley who live, work or are educated in the Borough are:-
 - Chief Executive
 - Deputy Chief Executive
 - Strategic Directors
 - Appropriate Heads of Service
- The Scheme should also make reference to the e-petitions facility.

26.3 Members are advised that since 2007, only one petition has been formally submitted to Waverley at a Council meeting, though others have been received from young people. Petitions referring to matters on which there is an existing right of appeal (e.g. Planning applications, Licensing applications, Benefits, Council Tax and Business Rates) are not valid under the Scheme, which are amongst the most publicly contentious issues Waverley deals with and probably the most likely to give rise to petitions.

26.4 Provided Waverley continues to allow residents to express their opinions via other mediums, such as the Citizens' Panel, Tenants' Panel, Disability Forum etc and provides the public with feedback, the perceived need for petitions should be minimised.

26.5 The coalition Government's agenda includes e-petitions for Parliament, and the Big Society concept aims to devolve decision-making to the local level. It therefore seems unlikely that the legislation on implementing a petitions scheme and e-petitions facility will be overturned. Providing members of the public with information on alternative and more suitable options for engaging with the Council will reduce the likelihood of a large increase in the number of petitions coming into the authority.

26.6 The Executive

RECOMMENDS that

6. the introduction of the Petitions Scheme set out at Annexe 1 be approved;
7. the Chief Executive be authorised to determine what constitutes an inappropriate petition; and

8. officers be authorised to make appropriate changes to the Council Constitution and Procedure Rules.

Background Papers

There are no background papers (as defined by Section 100D(5) of the Local Government Act 1972) relating to this report.

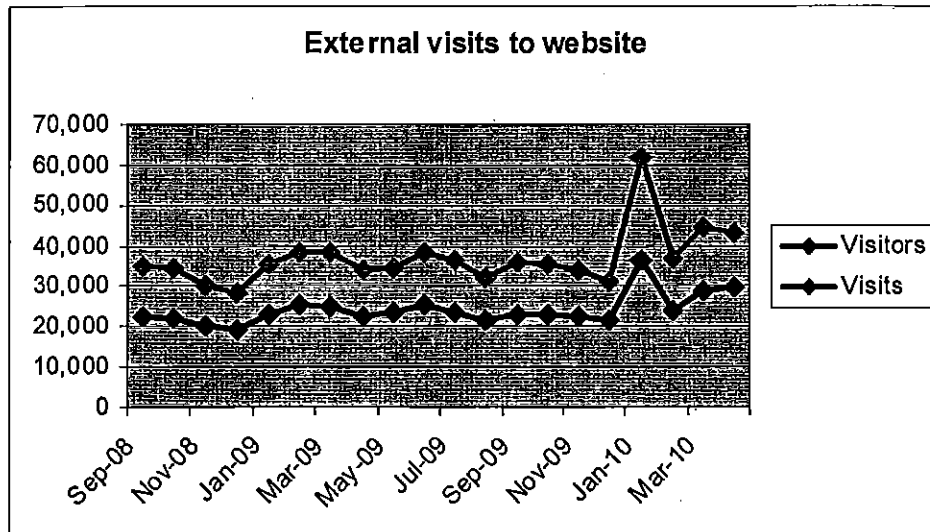
27. REVIEW OF THE WEBSITE AND EFFECTIVE COMMUNICATION (Agenda Item 19; Appendix N)

- 27.1 With around half a million visitors to the Waverley website, of which a quarter of a million are returning visitors, it is important to ensure the website meets the needs of repeat visitors and inspires and motivates first time visitors to return. There is also a call from Eric Pickles MP for greater transparency in local authorities. In a letter to local authority leaders, he expressed his belief that there is a 'wealth of information which people would find useful if they had easy access to it online'. To achieve this and to implement ongoing improvements to the website a programme of work is in place.
- 27.2 Content scheduling is used to ensure information is fresh and up-to-date. Website editors are able to set review dates for all pages and receive an email reminder requesting that they check the content for which they are responsible. This review should be carried out annually. Content that is not updated will be removed from the website until it has been reviewed. The recent introduction of a 'Created/amended date' at the bottom of each page of content allows residents to see when information was last updated.
- 27.3 At the beginning of 2010, the website's forms package was upgraded which will give customers the capability to complete forms electronically. Currently customers have to download, print and complete forms by hand. Testing is currently taking place to integrate the new forms package with the online payment system. It is anticipated that this service improvement will go live in the summer. The target is to have 80% of forms online by April 2011.
- 27.4 The website includes a facility which allows customers to register to receive email updates on services in which they are interested. Website visitors can request to receive information about leisure, recycling and refuse, children's activities, school holiday events, countryside news and events, business and planning. It is intended that people who register will be sent an email alert when areas of the website in which they are interested are updated or a press release is issued on their area of interest. A plan is in place to promote the facility and to increase the number of people registered to receive information direct.
- 27.5 A new mapping system has also been introduced which allows website visitors to type in their postcode or line of address and 'Find my nearest...' The facility provides visitors with information about nearest facilities such as leisure centres, local recycling sites, schools and car parks. This facility will be developed further to include planning applications, parks and playgrounds and other local services. This improvement will enhance usability and improve the annual rating given by the Society of IT Managers (SOCITM). In the last year

Waverley's SOCITM rating has improved with a score of 44 out of a possible 78 total points. The average score is 31.48 points.

- 27.6 New more reliable software has been introduced for the viewing of planning applications. The system is more robust and includes new features such as measuring tools and a function to view thumbnail images.
- 27.7 As part of the ongoing improvement of the website the content management system is being upgraded. New features of the upgrade will include integrated social media modules such as Twitter and Facebook along with superior multimedia facilities. New directories which can be updated externally and a refreshed design are also offered as part of the upgrade. Implementation is timetabled for September 2010.
- 27.8 The search facility which originally featured on the website was very poor. An improved search facility has now been installed. Search results can be modified and ranked according to page importance and keyword statistics. The new facility has been in since April 2010 and enables residents to achieve more accurate search results much more quickly.
- 27.9 Service homepages are being redesigned to make them uniform in appearance, more navigable and customer friendly. Pages that have been redesigned so far include refuse and recycling, community safety, sport, children's play, recruitment, youth, building control and the Borough Hall Cinema. All new homepages have a friendly url (ie. www.waverley.gov.uk/recycling) and appear in the search results, most usually at the top of the returned results.
- 27.10 Further improvements, which are currently being worked on are as follows:
- As one of the most popular sections of the website, the Planning pages are being overhauled to make them more customer-friendly.
 - A 'report it' facility has been introduced so that visitors can report a problem online and be directed to the correct service and provider regardless of whether the service is offered by the borough or county.
 - Enquiries and questions sent to the generic Waverley email address are being captured and turned into a comprehensive 'frequently asked question' section of the website.
 - New homepages are being created for high profile services such as Business and Licensing.
 - E-petitions: existing legislation currently requires online petitioning to be available online by 15 December 2010. A joint project has been set up across Surrey. It is being managed by Surrey County Council who are working in partnership with all the Surrey borough councils.
 - To improve Members' access to electronic communication the Memberzone area of the website is currently being improved. It is intended that electronic access to the internal telephone directory, organisational charts and a facility to register interests online will be offered.

27.11 In line with the Communications service plan, a strategy is currently being developed to explain the proposed approach to integrating social network marketing into Waverley's overall communications strategy. Developing social media is necessary for responding to the increase in electronic media and the demand for instant information (96% of 'Under 30s' have a social media



account and this group make up 50% of the population.) This need for instant communication was dramatically illustrated during the snow when the site received a 50% increase in visitors.

27.12 The strategy and action plan will expand on plans to set up a Waverley Twitter account so that followers can be updated about Waverley news and services by Tweets. News on services such as recycling/refuse, new planning applications, planning decisions and website news will be fed automatically to the Twitter account.

27.13 The use of Facebook campaigns will also be developed and used to promote and raise awareness for issue-based campaigns and consultations. The biggest recent increase in Facebook users has been amongst females aged 55-65. Facebook is currently used to promote the Waverley Youth Council and the Waverley Apprenticeship scheme. Upgrading the content management system of the website will also enable Waverley to use blogs to engage with residents.

27.14 In response to changes within the news industry, the Communications team intends to offer the media video clips for use on online news websites. There is also an opportunity for Waverley to trial the use of video channels such as You Tube to promote key projects – ie a 40-second clip showing the start to finish refurbishment of Farnham Sports Centre or for key recycling messages such as how to use the new food waste service.

27.15 With regards to staffing of the section, in the past six months, the post and responsibility for Freedom of Information requests has transferred from Legal to Communications. The Freedom of Information role has been integrated into the roles of existing members of the Communications team. To manage the increasing demand for the development of the website and to enable

Waverley to respond to the growth in social media, it is proposed that the staff skills in this area are strengthened. This item seeks to achieve this by regularising the current arrangement and making post TAF04 an establishment post. This would alter the full-time equivalent posts from the budgeted figure of 5.2 to 5.5.

27.16 The cost in 2010/11, including on-costs, of extending this post for the 3-months beyond the end of the current temporary contract-end would be up to £12,100. The cost in the full year 2011/12 would be up to £48,400. The salary budget for communications includes provision for a part-time Freedom of Information (FOI) role, post BB02. This, combined with a range of other savings within the team resulting from reduced hours, means that regularising post TAF04 within Waverley's establishment can be met from existing staff budgets. Post BB02 would need to be deleted from the establishment and the FOI work would need to continue to be undertaken within the existing team.

27.17 The Executive noted the report, endorsed the future direction of travel and

RECOMMENDS that

9. **post number TAF04 be made permanent within the establishment and that this be met from within the existing budget during the current year; and**
10. **post number BB02 be deleted from the establishment as the Freedom of Information role has been integrated into existing roles within the Communications Team.**

Background Papers

There are no background papers (as defined by Section 100D(5) of the Local Government Act 1972) relating to this report.

28. REORGANISING HOUSING OPTIONS SERVICE (Agenda Item 25; (Exempt) Appendix R

[This item contains exempt information by virtue of which the public is likely to be excluded. The information is as specified in paragraph 3 of the revised Part I of Schedule 12A to the Local Government Act 1972, namely:-

Information relating to the financial or business affairs of any particular person, (including the authority holding that information)]

The Executive has considered a report on this matter. The report is attached as (Exempt) Annexe 2. The Executive accordingly

RECOMMENDS that

11. **the recommendations set out in (Exempt) Annexe 2 be approved.**

Part II – Matters Reported in Detail for the Information of the Council

There were no matters falling within this category.

Part III – Brief Summaries of Other Matters Dealt With

29. **EXECUTIVE FORWARD PROGRAMME** (Agenda Item 6; Appendix A)

RESOLVED that the forward programme of key decisions for Waverley Borough Council be adopted.

30. **PROPOSED IMPROVEMENTS TO STREET CLEANING IN WAVERLEY**
(Agenda Item 7; Appendix B)

RESOLVED that

1. the details proposed in the report be approved; and
2. the allocation of £73,000 LPSA funding to finance the scheme in the current year be agreed.

31. **ANNUAL ACCOUNTS 2009/10 OVERALL REVENUE OUTTURN** (Agenda Item 11; Appendix C.2)

RESOLVED that

1. the Outturn position for 2009/10 be noted;
2. Revenue Carry Forwards of £139,880 on the General Fund from 2009/10 to 2010/11 as detailed at Annexe 3 be approved, with £104,880 met from the General Fund Balance and £35,000 from the Revenue Reserve Fund; and
3. the balance of the LPSA revenue grant of £177,027 be transferred from the general fund balance to a new earmarked fund to finance one-off initiatives;
4. £73,000 of this new fund be allocated to street cleaning improvements in Waverley in 2010/2011; and
5. the balance of the capital grant of £177,027 be used for priority projects including the provision of better Borough-wide signage, to be agreed by the Executive on a project by project basis.

32. **ANNUAL ACCOUNTS 2009/10 CAPITAL PROGRAMME OUTTURN** (Agenda Item 9; Appendix D)

RESOLVED that

1. the transfer of budgets totalling £1,369,040, as detailed in Annexe 1, from the 2009/10 General Fund Capital Programme to the 2010/11 General Fund Capital Programme be approved; and

2. the transfer of budgets totalling £216,660, as detailed in Annexe 1, from the 2009/10 Housing Revenue Account Capital Programme to the 2010/11 Housing Revenue Account Capital Programme be approved.

33. INTERIM BUDGET UPDATE (Agenda Item 10; Appendix E)

RESOLVED that

1. officers be asked to prepare the mid-year Budget Review for the September meeting of the Executive;
2. officers be requested to analyse the detail of the Chancellor's emergency budget and its impact on Waverley and report to Members as soon as possible; and
3. the proposed actions included at paragraph 10 of the report be endorsed.

34. HOUSING REVENUE ACCOUNT SUBSIDY SYSTEM – THE GOVERNMENT'S SELF-FINANCING PROPOSALS (Agenda Item 11; Appendix F)

The Executive considered the proposals contained in the Government's Consultation Paper entitled 'Council Housing: a real future', as outlined in the report, and

RESOLVED that

1. the business risks associated with the Self-financing proposals be noted, which are outlined in Annexe 2; and
2. the draft response to the consultation paper be approved and the Housing Portfolio-holder be authorised to reply on behalf of the Council.

35. TREASURY MANAGEMENT PERFORMANCE 2009/2010 (Agenda Item 12; Appendix G)

RESOLVED that the Treasury Management Performance for 2009/10 be noted and the approach to managing investment activity be endorsed.

36. POST-IMPLEMENTATION REVIEW OF THE PAYMENT RECEIPTING SERVICE (Agenda Item 13; Appendix H)

RESOLVED that

1. the project team be commended on the successful delivery of this project within the agreed timescale, acknowledging the very high level of customer satisfaction and the significant cost savings achieved; and

2. the work being undertaken in response to the customer feedback received in the consultation exercise be endorsed.

37. AVOIDANCE STRATEGY FOR THE THAMES BASIN HEATHS SPECIAL PROTECTION AREA – REVISED TARIFF FOR STRATEGIC ACCESS MANAGEMENT AND MONITORING (Agenda Item 16; Appendix K)

RESOLVED that

1. the revised tariff for the SAMM project be agreed as an amendment to the Avoidance Strategy previously agreed; and
2. subject to the Head of Planning in consultation with the Portfolio Holder for Planning agreeing the final form, the associated legal agreement be signed, as set out in Annexe 1 to the report.

38. STATION ROAD, GODALMING - HOUSING PROJECT (Agenda Item 18; Appendix M)

RESOLVED that a planning application be submitted for the erection of 15 dwellings for affordable housing at the site at Station Road, Godalming.

39. FARNHAM MUSEUM REVIEW (Agenda Item 20; Appendix O)

RESOLVED that

1. the timescales of management change be agreed;
2. the Portfolio Holder for Leisure, Head of Leisure and a project team of officers be authorised to begin the process of change from Waverley ownership and management to a Trust status based on the principles of the Godalming Museum Agreement;
3. the project team be authorised to explore the financial and legal requirements of such management change including set up costs and projected savings, and report back to the Executive on the costs of establishing the arrangements, proposed heads of terms and a delivery programme; and
4. the project team be authorised to approach potential Trustees and Management Board members.

40. ANNUAL PERFORMANCE MANAGEMENT REPORT 2009/10 (Agenda Item 21; Appendix P)

RESOLVED that

1. the performance figures for quarter 4 and the full year be noted, as set out in Annexe 1;

2. the Overview & Scrutiny Committees be thanked for their observations regarding the quarter 4 and full year 2009/10 performance as set out in Annexe 1; and
3. the recommendations of the Overview and Scrutiny Committees at paragraph 5 of the report be accepted, but in the light of the Government's decision to end the Free Swimming Scheme, the Executive agreed not to increase targets for visits to leisure centres but to retain the current level of Lle3.

41. DEVELOPMENT CONTROL PERFORMANCE TARGETS 2010/2011
(Agenda Item 22; Appendix Q)

RESOLVED that the revised targets for determining planning applications be agreed, as set out in the report.

42. ACTION TAKEN SINCE LAST MEETING (Agenda Item 23)

The action taken by the Chief Executive, after consultation with the Chairman and Vice-Chairman since the last meeting, was noted, on the following:-

- i. Government ends free swimming funding; and
- ii. Lease of part of 98 Great George Street, Godalming.

43. SUCCESSION PLANNING IN ENVIRONMENTAL SERVICES (Agenda Item 26; (Exempt) Appendix S)

[This item contains exempt information by virtue of which the public is likely to be excluded. The information is as specified in paragraph 1 of the revised Part I of Schedule 12A to the Local Government Act 1972, namely:-

Information relating to an individual.]

RESOLVED that

1. the proposed restructure of environmental services be endorsed and the Head of Environmental Services be authorised to implement the necessary changes; and
2. the flexible retirement of Post EB07 be agreed, as detailed in (Exempt) Annexe 3 to the report.

The meeting commenced at 6.45 p.m. and concluded at 8.26 p.m.

Chairman