

To: All Members of the EXECUTIVE  
(Agenda pages to other  
Members for Information)

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Date: 8 May 2009

### **Membership of the Executive**

Cllr Mike Band  
Cllr Richard Gates  
Cllr Mrs Carole King  
Cllr Robert Knowles  
Cllr Ms Denise Le Gal

Cllr Stefan Reynolds  
Cllr John Sandy  
Cllr Roger Steel  
Cllr Adam Taylor-Smith  
Cllr Keith Webster

**\*\*To be confirmed at the Annual Council Meeting on 12 May 2009\*\***

Dear Councillor

A Meeting of the EXECUTIVE will be held as follows:-

DATE: TUESDAY, 19 MAY 2009

TIME: 6.45 P.M. \*

PLACE: COUNCIL CHAMBER, COUNCIL OFFICES, THE BURYS,  
GODALMING

Yours sincerely

MARY ORTON

Chief Executive

\*This meeting will be webcast and can be viewed by visiting  
<http://www.waverley.ukcouncil.net/>

## **NOTE FOR MEMBERS**

Contact Officers are shown at the end of each report and members are welcome to raise questions, make observations etc. in advance of the meeting with the appropriate officer.

## **AGENDA**

### 1. **APPOINTMENT OF CHAIRMAN**

To confirm the appointment of the Leader of the Council as Chairman of the Executive for the Council Year 2009/2010.

### 2. **APPOINTMENT OF VICE-CHAIRMAN**

To confirm the appointment of the Deputy Leader of the Council as Vice-Chairman of the Executive for the Council Year 2009/2010.

### 3. **INFORMAL QUESTION TIME**

The Chairman to receive any informal questions from members of the public (for a maximum of 15 minutes).

### 4. **MINUTES**

To confirm the Minutes of the Meeting held on 31 March 2009 (to be laid on the table half-an-hour before the meeting).

### 5. **APOLOGIES FOR ABSENCE**

To advise the Executive of any apologies for absence.

### 6. **DISCLOSURE OF INTERESTS**

To receive from members, declarations of personal and prejudicial interests in relation to any items included on the agenda for this meeting, in accordance with the Waverley Code of Local Government Conduct.

### 7. **QUESTIONS**

The Chairman to respond to any questions received from members of the public of which notice has been given in accordance with Procedure Rule 10.

### 8. **EXECUTIVE FORWARD PROGRAMME**

To adopt the forward programme of key decisions for Waverley Borough Council, attached at Appendix A [N.B. the format has been amended to reflect the new Executive portfolios].

9. HOUSING REVENUE ACCOUNT 2009/10 - RE-SETTING HOUSING RENTS

[Portfolio Holders: Cllrs Richard Gates, Keith Webster and Mike Band]

[Wards Affected: All]

The announcement by the Minister for Housing on 6 March with regard to council house rents has implications for Waverley's agreed budget for 2009-10. The report at Appendix B seeks the approval of the Executive to proposed changes in Waverley's average rent levels for 2009-10 resulting directly from the Government's changes. It will not be possible for Waverley to implement these changes until the Government formally issues the new rent determination, which we are advised is due mid May.

Recommendation

**That the Executive recommend to Council, subject to confirmation of the final Rent Determination, that:**

1. **the revised HRA budget at column 3 of the attached annexe be approved; and**
2. **the average actual rent level of Council dwellings be increased by 2.9% from 6th April 2009 instead of the 5.2% previously approved, noting the effective increase from 6 July of 2.13%.**

10. WAVERLEY'S SUSTAINABLE COMMUNITY STRATEGY - WAVERLEY STRATEGIC PARTNERSHIP (WaSP) ACTION PLANS

[Portfolio Holder: Cllr Richard Gates]

[Wards Affected: All]

Waverley Strategic Partnership – though its sub-groups - has prepared Waverley-focused action plans to deliver the Surrey Sustainable Community Strategy priorities, Local Area Agreement indicators and other local partnership priorities within Waverley. The Executive is requested to endorse these action plans, attached to the report at Appendix C.

Recommendation

**The Executive is requested to endorse the Waverley Strategic Partnership action plans attached at Annexe 1.**

11. REVIEW OF THE THAMES BASIN HEATHS SPECIAL PROTECTION AREA AVOIDANCE STRATEGY

[Portfolio Holder (2008/09): Cllr Mrs Carole Cockburn]

[Portfolio Holder (2009/10): Cllr Ms Denise Le Gal]

[Wards Affected: All Farnham Wards]

The Thames Basin Heaths Special Protection Area Interim Miniplan was published in April 2007 (now called the Avoidance Strategy). It is necessary to review it because the allocation of suitable alternative natural green space in Farnham Park has been used up, and a further allocation needs to be considered. In addition, the policy position has changed and the document

needs to be brought up to date. The report at Appendix D gives a brief outline of the aspects of the document that have changed, but does not reiterate the contents of the Avoidance Strategy.

Recommendation

**It is recommended that the Executive resolves to consult the public on the draft Avoidance Strategy attached at Annexe 1 to the report.**

12. HEALTHCARE SIG - END OF TERM REPORT

[Portfolio Holder (2008/09): Cllr Bryn Morgan]  
[Portfolio Holder (2009/10): Cllr Stefan Reynolds]  
[Wards Affected: All]

The purpose of the report at Appendix E is to update the Executive on the work of the Healthcare SIG during 2008/09, and to suggest issues that might be included in the work programme for the forthcoming year, if the Executive decides to reconstitute the SIG.

Recommendation

**The Executive is asked to note the work of the SIG during 2008/09, and to consider whether to reconstitute the Healthcare SIG for a further year.**

13. SHORTHEATH ROAD, FARNHAM - PLANNING APPEAL DECISION AND COSTS APPLICATION

[Portfolio Holder (for 2008/09): Cllr Mrs Carole Cockburn]  
[Portfolio Holder (for 2009/10): Cllr Ms Denise Le Gal]  
[Wards Affected: Farnham Shortheath and Boundstone]

The report at Appendix F details the decision of the Planning Inspector regarding the appeal against Waverley's refusal of planning application WA/2008/0664 at 2 Shortheath Road, Farnham; and in particular the decision to award partial costs against the Council. Approval of a Supplementary Estimate is sought together with authority to make payment of the costs determined.

Recommendation

**The Executive is requested to recommend to Council that:**

1. **a Supplementary Estimate of up to £50,000 be approved to cover the partial award of costs against the Council arising from Planning Application WA/2008/0664; and**
2. **the Chief Executive be authorised to make final settlement of the amount due on behalf of the Council within the figure at Recommendation 1.**

14. MICROSOFT ENTERPRISE AGREEMENT - REQUEST TO BRING FORWARD CAPITAL INVESTMENT

[Portfolio Holder: Cllr Adam Taylor-Smith]

[Wards Affected: All]

The Executive is being asked to consider the business case for bringing forward to the 2009/10 Capital Programme a capital spend on a three year Microsoft Enterprise Licence the annual cost would be £51,635. Provision of £150,000 has been included in the draft 2010/11 Capital Programme for this project - the report at Appendix G refers.

Recommendation

**It is therefore recommended that the Executive:**

- 1. approves the proposal to bring forward the capital scheme to upgrade Waverley's Microsoft office software into the 2009/10 Capital Programme at a cost of £51,635;**
- 2. reduces the provision in the draft 2010/11 capital programme from £150,000 to £51,635 and add expenditure of £51,635 to the draft 2011/12 Capital Programme; and**
- 3. seeks approval from Council to the expenditure of £51,635 in 2009/10.**

15. LEASE OF TENNIS COURTS AT HASLEMERE RECREATION GROUND

[Portfolio Holder (2008/09): Ms Denise Le Gal]

[Portfolio Holder (2009/10): Cllr Mike Band]

[Ward Affected: Haslemere East and Grayswood]

The report at Appendix H seeks authority for the surrender and renewal of the lease of tennis courts at Haslemere Recreation Ground.

Recommendation

**It is recommended that the leases to Haslemere Lawn Tennis Club be surrendered and a new lease for 35 years of both the main and mini tennis courts be granted on the same terms and conditions as the existing leases, with the exception of the removal of the break clauses. The rent and rent review clauses will remain as they are and other terms and conditions are to be agreed with the Estates and Valuation Manager and the Legal Services Manager.**

16. RE-APPOINTMENT OF SPECIAL INTEREST GROUPS (SIGS) AND EMPLOYERS NEGOTIATING TEAM 2009/2010

16.1 Special Interest Groups

The Special Interest Group (SIG) Protocol has been adopted as part of the Constitution and, under the protocol, it is necessary to determine whether or not it is necessary to appoint all or some of the Special Interest Groups listed

below for the new Council year (number of members on each SIG shown in brackets).

- i. Landlord Services Partnership SIG (8 Waverley).
- ii. Planning Policy SIG (9)
- iii. Healthcare SIG (7)
- iv. Restructuring SIG (8 + 1 co-opted) ***[proposed merger with the Human Resources SIG which did not convene in 2008/09 to become the Human Resources and Restructuring SIG for 2009/10]***
- v. Constitution SIG *[Did not convene in 2008/09]*
- vi. Godalming Leisure Centre Project Group (SIG) [including the finance, facilities and site working groups (3)]
- vii. Member Development SIG (6)
- viii. Haslemere Area SIG (5)
- ix. Customer Services SIG (7)

Attached as Appendix I are the proposed memberships for the Special Interest Groups in 2009/10.

Recommendation

**The Executive is recommended to review the above named Special Interest Groups and to consider the re-appointment of those it decides are still needed in 2009/2010.**

16.2 Joint Negotiating Committee (JNC) for Pay and Conditions - Employers Negotiating Team

To appoint the Members of the Employers' Negotiating Team whose role is to conduct negotiations with the staff through the Waverley Joint Negotiating Committee for Pay and Conditions and all matters concerning local pay and conditions of service. The meetings of the Joint Negotiating Committee are usually held in November/December each year. The Employers' Negotiating Team comprises 6 members, listed at Item 10 in Appendix I.

Recommendation

**That the appointment of members to the Employers' Negotiating Team for 2009/2010 be determined.**

17. APPOINTMENTS TO OUTSIDE BODIES - 2009-2011

All councillors have been reminded of the appointments made to outside bodies for the two year period 2007-2009 and have been invited to indicate whether they are happy to continue for a further two years (until 2011). The Executive will therefore only be invited to make appointments where vacancies have now arisen and/or more than one councillor has expressed an interest in serving on a particular outside body. This information is attached as Appendix J.

Where appointments are usually filled by particular postholders (e.g. Leader or Deputy Leader or specific Portfolio Holders), these have been automatically updated to reflect the proposed positions for 2009-10.

Recommendation

**It is recommended that**

1. **nominations be put forward for the outstanding vacancies identified in the Outside Bodies list for 2009/2011; and**
2. **appointees to Outside Bodies for 2009/2011 be as set out in Appendix J.**

18. APPOINTMENT OF REPRESENTATIVE ON SURREY LOCAL GOVERNMENT ASSOCIATION (SLGA) AND NOMINATIONS TO OTHER BODIES

[Wards Affected: N/A]

- 18.1 This Council is entitled to appoint one representative plus a reserve to serve on the Surrey Local Government Association (SLGA). In 2008/2009, the Council was represented by the Leader and Deputy Leader. **These appointments should be confirmed at this meeting.**
- 18.2 The Council is also entitled to appoint one representative to the Surrey Waste Partnership. It would be appropriate for this role to be undertaken by the Portfolio Holder for Environment. **This appointment should be confirmed at this meeting.**
- 18.3 Appointments to a number of external bodies for which the SLGA is responsible are reserved to District/Borough Councils on a rota basis. Waverley is able to **nominate** one candidate (unless otherwise indicated) for consideration for appointment to each of those bodies.
- 18.4 The SLGA has now advised that vacancies exist on the following outside bodies:-

Three Year Term (2009-2012)

Nominees  
(if any)

Surrey Historic Buildings Trust ( <i>Cllr Mrs Savage served three year term from 2006-2009 - now expired</i> )	tba
SCC Health Scrutiny Select Committee (cannot be members of the Council's Executive - <i>currently Cllr Dr Lee until May 2011</i> )	Cllr Mrs James Cllr Morgan
Supporting People Commissioning Body ( <i>Cllr Mrs Ellis served for 2 years from 2007-2009</i> )	Cllr Mrs Ellis
Countryside Access Forum	tba
Mental Health Foundation Trust	Cllr Mrs Ellis Cllr Foryszewski
SCC Pension Fund – Investment Advisors Group	tba
Surrey Economic Partnership	Cllr Mulliner
South East Reserve Forces' and Cadets' Association	Cllr Holder Cllr Mrs King

Annual Appointments

High Sheriff's Award	Cllr Sandy
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- 18.5 ***If any further names are put forward for nomination to the outside bodies listed above, these will be reported as an addendum to this item.***

Recommendation

**It is recommended that:-**

- 1. the appointment of the Borough Council's representative (and reserve) on the Surrey Local Government Association and the Surrey Waste Partnership in 2009/2010 be determined; and**
- 2. any nominations for consideration for appointment by the Association to external bodies be determined.**

Background Papers

Letter from SLGA dated 23 April 2009.

19. ACTION TAKEN SINCE LAST MEETING

To note the following action taken by the Chief Executive after consultation with the Chairman and Vice-Chairman since the last meeting. The Register of Decisions will be laid on the table half an hour before the meeting:-



Revisions to Member Appointments

To authorise the appointment of Cllr Mrs Mary Forszewski to the Eastern Area Planning Committee for the remainder of the 2008-2009 Council year, to replace Cllr Baily.

20. EXCLUSION OF PRESS AND PUBLIC

To consider the following recommendation on the motion of the Chairman:-

Recommendation

That, pursuant to Procedure Rule 20, and in accordance with Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of the following item on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during this item there would be disclosure to them of exempt information (as defined by Section 100I of the Act) of the description specified in the appropriate paragraph(s) of the revised Part I of Schedule 12A to the Act (to be identified at the meeting).

21. ANY OTHER ISSUES TO BE CONSIDERED IN EXEMPT SESSION

To consider matters (if any) relating to aspects of any reports on this agenda which, it is felt, may need to be considered in Exempt session.

**For further information or assistance, please telephone Robin Pellow,  
Head of Democratic and Legal Services, on 01483 523222.**