

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

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Date: 29 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

Dear Councillor

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

DATE: TUESDAY, 9 JUNE 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/>

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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. **INFORMAL QUESTION TIME**

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

2. **MINUTES**

To confirm the Minutes of the Meeting held on 19 May 2009 (to be laid on the table half-an-hour before the meeting).

3. **APOLOGIES FOR ABSENCE**

To advise the Executive of any apologies for absence.

4. **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.

5. **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.

6. **EXECUTIVE FORWARD PROGRAMME**

To adopt the forward programme of key decisions for Waverley Borough Council, attached at Appendix A.

7. **REVENUE AND CAPITAL OUTTURN 2008/2009**

[Portfolio Holder: Cllr Mike Band]
[Wards Affected: All]

- 7.1 The report at Appendix B.1 provides a summary of the 2008/09 General Fund revenue outturn and the 2008/09 revenue outturn for the Housing Revenue Account. The Statement of Accounts, which contains the detailed figures in a format compliant with Audit requirements will be presented for approval by the Audit Committee on 29 June.

Recommendation

It is recommended that:

1. the Outturn position for 2008/09 be noted; and
 2. Revenue carry forwards of £23,000 on the General Fund from 2008/09 to 2009/10 plus the balance of the Supplementary Estimate covering the Dunsfold Park Appeal Costs as shown at Annexe 3 be approved.
- 7.2 The report at Appendix B.2 presents the outturn for the Council's 2008/09 Capital Programme. It also seeks approval for the financing proposals and authority to add slippage from the 2008/09 Programme to the 2009/10 Programme.

Recommendation

It is recommended that:-

1. the financing proposals for the 2008/09 financial year summarised in paragraph 10 be approved;
 2. slippage totalling £185,300, as detailed in Annexe 1, from the 2008/09 General Fund Capital Programme to the 2009/10 General Fund Capital Programme be approved; and
 3. the outstanding commitments totalling £146,200 be added to the 2009/10 General Fund Capital Programme, representing total outstanding commitments to be paid from the Community Partnership Fund.
8. DEVOLUTION OF PROPERTY TO FARNHAM AND GODALMING TOWN COUNCILS

[Portfolio Holders: Cllrs Mike Band and Stefan Reynolds]
[Wards Affected: All]

The report at Appendix C requests the Executive to consider proposals for devolving property to Godalming Town Council and Farnham Town Council.

Recommendation

It is recommended that:

1. the requests received from Godalming Town Council and Farnham Town Council be progressed as outlined in the report with detailed terms and conditions to be delegated to the Deputy Chief Executive and the Property Portfolio Holder;
2. the Property Portfolio Holder (Cllr Mike Band) and the Portfolio Holder for Communities and Partnerships (Cllr Stefan Reynolds) be authorised to set the detailed policy parameters for negotiation with Farnham Town Council; and

3. a further report on the progress of the transfer of the Farnham Council Offices to Farnham Town Council be submitted to the Executive in due course.

9. LOCAL HOUSING COMPANY

[Portfolio Holder: Cllr Keith Webster]

[Wards Affected: N/A]

The Council has previously agreed the principle of establishing a wholly-owned local housing company called 'Waverley Initiatives Ltd' in order to help secure additional affordable housing in the Borough. The report at Appendix D seeks the approval of the Executive to:

1. incorporate 'Waverley Initiatives Limited' as a wholly-owned company limited by guarantee;
2. appoint the first (unremunerated) directors of the company; and
3. agree to further business options being produced to consider the advantages and disadvantages to the council of developing projects through a Local Company.

Recommendation

It is recommended to the Council that:

1. **Waverley Initiatives Limited now be incorporated as a non charitable, not for profit wholly owned company by Waverley Borough Council, limited by guarantee, and Officers and Portfolio Holder report further on the Memoranda and Articles of Association as set out in Annexe 1;**
2. **as part of the incorporation process a board of five directors be set up to include: the Leader of the Council, the Portfolio holder for Housing, the Portfolio Holder for Finance, the Chief Executive, and the Deputy Chief Executive;**
3. **it be noted that the director and officer liability insurance will be paid for by the company and that directors will not be remunerated;**
4. **Trowers and Hamlins be appointed to carry out the process of incorporation of the company;**
5. **the Solicitor to the Council be authorised to act as the Company Secretary; and**
6. **An overall business plan be developed to enable a comprehensive assessment of the future direction of the company.**

10. UPDATE ON THE ACTIONS ARISING FROM THE WORKFORCE PLAN
[Portfolio Holder: Cllr Richard Gates]
[Wards Affected: N/A]

The report at Appendix E updates the Action Plan attached to the Workforce Plan.

Recommendation

It is recommended that the Executive endorse the updated Workforce plan noting the significant progress made since July 2008 and that an update report be submitted in March 2010.

11. ACTION TAKEN SINCE LAST MEETING

To note any 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.

12. 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).

13. 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.**