

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

Fax No: 01483 523475

When calling please ask for: Maureen Brown

Direct line: 01483 523492

Calls may be recorded for training or monitoring

E-mail: [maureen.brown@waverley.gov.uk](mailto:maureen.brown@waverley.gov.uk)

Date: 18 September 2009

### **Membership of the Executive**

Cllr Richard Gates (Chairman)  
Cllr Mike Band (Vice-Chairman)  
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, 29 SEPTEMBER 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 1 September 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 the following questions of which notice has been given in accordance with Procedure Rule 10:-

*[\*NB. The following question expresses personal views of the questioner and Waverley does not endorse the statements of fact and opinion in any way and they do not reflect the views of Waverley Borough Council].*

From Mr David Wylde of Farnham

“Is it the intention of Waverley Borough Council that the Avoidance Strategy, relating to SANGS mitigation for the Thames Basin Heath Special Protection Area, should merely be an extension of the current mini-plan, or is the Strategy intended to be a policy to be adopted within the new Core Strategy Local Development Framework?”

From Mrs Celia Sandars of Farnham

“Unfortunately, Waverley's responses to the Formal Questions about the SPA Avoidance Strategy put to the ELOS Committee meeting on 8 September, by myself and by my husband, and paragraph 16.1 of the Interim Avoidance Strategy ('IAS') before us, appear to demonstrate that the solid evidence required to satisfy 'Waddenzee' (as per Statutory Obligation 06/2005 para 21)

does not exist, and that Waverley does not have any evidence that the proposed Strategy will not have the opposite effect to that intended. So, I have to ask whether your legal advisers are categorically stating that the use of the IAS, as posited, would be lawful?"

From Mr Jerry Hyman of Farnham

"The IAS consultation sought alternatives to using Farnham Park as SANG, with the result that the owner of the 'land to the east of the Park' offered such a solution in early summer, and I understand the plans are with Natural England. Can you please confirm that the Planning Department and Councillors are aware that this alternative solution is available, which does not risk prejudicing the Park and has the added advantage of being a genuine new SANG (and which we are told Natural England agreed 'ticks all the boxes' as an ideal solution in the short and medium term) and that it is receiving full and proper consideration by Members?"

6. EXECUTIVE FORWARD PROGRAMME

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

7. REVENUE BUDGET 2009/10

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

The Executive on 1 September 2009 asked Corporate Management Team (CMT) to identify potential savings in the 2009/10 revenue and capital budgets to offset the current year's budget shortfall. The report at Appendix B highlights their suggestions.

Recommendation

**The Executive is asked to:**

- 1. consider and approve the proposed savings identified in Annexe 1 & 2**
- 2. agree to receive additional budget reports to supplement normal budget monitoring arrangements.**
- 3. approve the proposals to balance the forecast overspend on the Housing Revenue Account**

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

[Portfolio Holder: Cllr Richard Gates]  
[Wards Affected: All Farnham Wards]

The report at Appendix C sets out the background on the SPA, the legal issues and (as Annexes) the outcome of the public consultation, together with

the report from Jed Griffiths, an independent planning consultant, on potential alternative SANG.

The Planning Policy SIG considered this report at its meeting on 11<sup>th</sup> September 2009

Recommendation

**That the Executive is invited to consider and comment on Annexes 1,2 and 3 prior to further consideration of this matter at the Executive on 1<sup>st</sup> December 2009.**

9. OMBUDSMAN INVESTIGATIONS INTO COMPLAINTS MADE ABOUT WAVERLEY'S SERVICES IN 2008/09

[Portfolio Holder: Councillor Richard Gates]  
[Wards Affected:All]

The report at Appendix D was considered by the Corporate Overview and Scrutiny Committee at its meeting on 15 September and addresses the issues raised in the Ombudsman's annual letter to Waverley for the year 2008/09. It includes information about the types of complaint made to the Ombudsman about Waverley's services over the past year, Waverley's approach in responding to such complaints and the eventual outcomes. Waverley's performance with regard to its own complaints procedure is the subject of a separate report.

Recommendation

**It is recommended that the Executive endorse the comments made by the Corporate Overview and Scrutiny Committee as set out in paragraphs 16-19 of Appendix D.**

10. COMPLAINTS HANDLING IN WAVERLEY IN 2008/09

[Portfolio Holder: Councillor Richard Gates]  
[Wards Affected: All]

The report at Appendix E, which was considered by the Corporate Overview and Scrutiny Committee at their meeting on 15 September, provides information on complaints handling in Waverley in 2008/09, including the number of complaints received, Waverley's performance in responding to complaints, levels of customer satisfaction and lessons learned.

Waverley's performance in dealing with Ombudsman complaints is the subject of a separate report.

Recommendation

**It is recommended that the Executive approve the recommendations of the Corporate Overview and Scrutiny Committee set out in paragraph 15 of Appendix E.**

11. WAVERLEY COMMUNITY PARTNERSHIP 2010-11 FUNDING ROUND

[Portfolio Holder: Cllr Stefan Reynolds]

[Wards Affected: All]

The purpose of the report at Appendix F is to seek the Executive's approval to continue to support the Waverley Community Partnership scheme and the Waverley Voluntary Grants Partnership (WVGP) in 2010/11.

Recommendation

**The Executive is recommended to agree:**

- 1. that for budget planning purposes, the total amount of the revenue grants pot and the contribution to the Waverley Voluntary Grants Partnership in 2010/11 be frozen at the 2009/10 level;**
- 2. the existing partner organisation be advised:-**
  - a. of the pressures facing Waverley's budget in the coming years;**
  - b. that it may be difficult to maintain support at previous levels; and**
  - c. that link officers will work with partner organisations in seeking additional funding support from elsewhere.**
- 3. that the 2010/11 bidding round should be opened and that applications from new organisations be considered, and**
- 4. that the future of the scheme be included in the Community Overview and Scrutiny's special review of how the Council supports the voluntary sector.**

12. ROWLAND HOUSE DEMOLITION

[Portfolio Holder: Cllr Keith Webster]

[Wards Affected: Cranleigh Wards]

The purpose of the report at Appendix G is to recommend to the Executive the advantages in demolishing Rowland House and Ivy Hall residential building at the earliest opportunity, by Thames Valley Housing Association.

Recommendation

**That the Executive agree:**

- 1) to allow TVHA to demolish Rowland House, providing the necessary hoarding, security, and full protection and making good to the division with Rowley's day centre;**
- 2) to recommend to Council that Waverley underwrites the costs of demolition in the event of a failed transfer of the Rowland House site to TVHA, noting that if required it would be funded from the**

**Affordable Housing Capital Programme until the capital receipt for the site is received; and**

- 3) the Council entering into an appropriate agreement with TVHA to permit the demolition of Rowland House as soon as reasonably practicable.**

13. NHS SURREY GUILDFORD & WAVERLEY PROGRAMME BUSINESS CASE – CONSULTATION RESPONSE BY WAVERLEY BOROUGH COUNCIL

[Portfolio Holder: Cllr Robert Knowles]  
[Wards Affected: All]

NHS Surrey has published its proposals under the Guildford & Waverley Programme for the future provision of care in south-west Surrey for stroke rehabilitation, orthopaedic rehabilitation and post-acute care for complex elderly who may have added care needs such as dementia. The report at Appendix H covers all hospitals in Waverley.

The headlines are that Farnham Hospital will be the main rehabilitation hospital for Frimley Park Hospital; a refurbished Milford Hospital will be the main rehabilitation hospital for the Royal Surrey; the fourteen beds at Cranleigh hospital, which have been temporarily closed since 2006, will be closed permanently; a new day assessment centre will be developed at Cranleigh, as an extension of the Milford service; and, 6-8 NHS-funded beds will be commissioned in the Cranleigh area for continuing and palliative care. Haslemere Hospital is unaffected by these specific proposals. Only the recommendations on the change of services for Cranleigh are subject to formal consultation by NHS Surrey.

As a key stakeholder, the Council will wish to respond to the consultation. A draft response is attached, for consideration by the Executive, with a view to submitting a final draft to the Council on 20 October.

Recommendation

**The Executive is asked to consider the draft consultation response, and make any amendments, prior to submission to Council on 20 October for consideration.**

14. COMMUNITY VOLUNTEERING POLICY

[Portfolio Holder: Cllr Ms Denise Le Gal]  
[Wards Affected: N/A]

The purpose of the report at Appendix I is to consider the adoption of a policy on staff volunteering – the Waverley Employee Volunteering Scheme (WEVS).

Recommendation

**It is recommended that the Executive approves and adopts the Waverley Employee Volunteering Scheme (WEVS).**

15. CORPORATE IDENTITY – THE NEXT STEPS

[Portfolio Holder: Cllr Adam Taylor-Smith]

[Wards Affected: All]

The way an organisation presents itself is key to how it is perceived. The report at Appendix J seeks agreement for the next stage of improving Waverley's visual identity which would see the adoption and implementation of corporate identity guidelines. These will ensure that Waverley receives recognition for the services it provides and that it is presented in a consistent and coherent manner.

Recommendation:

**It is recommended that the Executive agree the report.**

16. HOUSING REVENUE ACCOUNT SUBSIDY REVIEW - UPDATE

[Portfolio Holder: Cllr Keith Webster]

[Wards Affected: All]

The report at Appendix K, which was considered by the Community Overview proposed changes to the financial management arrangements for councils' Housing Revenue Accounts, and provides an update on the progress of Waverley's Campaign for Fair and Local Housing Finance. The Committee is asked to note the report and consider any comments it wishes to make to the Executive.

Recommendation

It is recommended that the Executive:

1. **commend the officers and tenants involved for the excellent progress already made on this issue; and**
2. **commend the proposed next steps set out in paragraphs 18 and 19 of the report, taking into account the observations of the Community Overview and Scrutiny Committee, and in particular that Waverley continues to make the case nationally that the government should take on the burden of the historic national housing debt.**

17. THE BLACKWATER VALLEY HOUSING MARKET

[Portfolio Holder: Cllr Keith Webster]

[Wards Affected: All Farnham Wards]

The report at Appendix L, which was considered by the Community Overview and Scrutiny Committee on 7 September, recommends a proposal to share nomination rights to affordable housing with neighbouring Local Authorities on larger sites of over new 200 homes in the Blackwater Valley.

### Recommendation

**It is recommended that the Executive agree the principle of the proposed nomination sharing arrangement for larger sites in the Blackwater Valley, as detailed in the report.**

#### 19. OCKFORD RIDGE – INVESTING IN THE FUTURE

[Portfolio Holder: Cllr Keith Webster]

[Wards Affected: Godalming Central and Ockford]

The report at Appendix M outlines the results of the summer consultation exercise undertaken by the Council at Ockford Ridge. It reflects on the information that the Council holds in respect of Ockford Ridge and the condition of the homes on the estate.

### Recommendation

**It is recommended that:**

- 1. action should be taken to improve the housing at Ockford Ridge, Godalming and, as a first step;**
- 2. the Council disposes of two dwelling houses owned by the Council at 167 and 168 Ockford Ridge, Godalming on the open market on terms to be negotiated by the Council's Deputy Chief Executive and the Estates and Valuation Manager;**
- 3. that the capital receipt from the sale of these properties be applied to Decent Homes work to the housing stock at Ockford Ridge, Godalming;**
- 4. the Council agrees to undertake a programme of double-glazing Council-owned homes at Ockford Ridge, Godalming and makes budget provision within the HRA Capital Programme (2009/10 and 2010/11) of £718,000 for this purpose;**
- 5. the Deputy Chief Executive and Head of Housing be authorised to extend the current double-glazing contract subject to a re-negotiation of terms in consultation with the Portfolio-holders for Housing and Finance; and**
- 6. the Housing Portfolio-holder, with the support of officers, works up a medium-term strategy for addressing the wider needs of the Ockford Ridge community and the investment needs of the property and continues to communicate and liaise with residents, the local community and local councillors.**

#### 20. PERFORMANCE MANAGEMENT REPORT, QUARTER 1 (APRIL – JUNE) 2009/10

[Wards Affected: All]

Waverley's Performance Management Framework (PMF) contains a number of National Indicators (NI) and locally defined indicators that assist Members



and officers in identifying current improvement priorities, and progress against the objectives set out in the Council's Corporate Plan.

The indicators in Waverley's PMF are reviewed quarterly by the Executive. The report at Appendix N details performance, at Annexe 1, for the first three-month period of 2009/10.

The three Overview and Scrutiny Committees, and their respective Performance Sub-Committees, have considered the Quarter 1 performance report and their comments and observations are attached at Annexe 3 for consideration.

As requested by the Executive at its meeting in July, Officers have reviewed certain targets for 2009/10 onwards in light of the 2008/09 outturn figures, and the results of this review are attached at Annexe 4, together with recommendations for amendments to some targets.

#### Recommendation

**It is recommended that the Executive:**

- i) considers the performance figures for quarter 1 as set out in Annexe 1, and the comments of the Overview & Scrutiny Committees at Annexe 3;**
- ii) approves the recommendation of the Community Overview and Scrutiny Committee recommending that the five new indicators aids and adaptations performance indicators set out at Annexe 2 should be included in future performance reports; and**
- iii) notes the outcome of the review of targets by Officers at Annexe 4, and approves the amended targets proposed for 2009/10 onwards.**

#### 21. 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.

#### 22. 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).

23. IT SECURITY

[Portfolio Holder: Cllr Adam Taylor-Smith ]  
[Wards Affected: N/A]

To consider the report at [Exempt] Appendix O.

24. 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.**