

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

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Date: 14 May 2010

Membership of the Executive

Cllr Mike Band
Cllr Mrs Carole King
Cllr Robert Knowles
Cllr Bryn Morgan
Cllr David Munro

Cllr Stephen O'Grady
Cllr Stefan Reynolds
Cllr Roger Steel
Cllr Adam Taylor-Smith
Cllr Keith Webster

Dear Councillor

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

DATE: TUESDAY, 25 MAY 2010

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 2010/2011.

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 2010/2011.

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 13 April 2010 (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** [page 11]

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. WAVERLEY'S SUSTAINABLE COMMUNITY STRATEGY [page 15]
[Portfolio Holder: Cllr Robert Knowles]
[Wards Affected: All]

In 2008, Waverley Borough Council and Waverley Strategic Partnership identified that the priorities of the draft Surrey Sustainable Community Strategy (SCS) accurately reflect the key issues in the Waverley area and agreed to adopt these as the basis of the Waverley SCS. Waverley-focused action plans are in place to deliver the Surrey Sustainable Community Strategy priorities, Local Area Agreement indicators and other local partnership priorities within Waverley. The final Surrey SCS *Standing up for Surrey – Surrey's Partnership Plan 2010-2020* was published in April 2010 (attached at Appendix B). Executive is requested to recommend to Council that the themes and priorities of the Surrey Partnership Plan be adopted as Waverley's Sustainable Community Strategy.

Recommendation

The Executive is requested to recommend to Council that the priorities of the Surrey Partnership Plan 2010 – 2020, as set out in the table in the report, be adopted as Waverley's Sustainable Community Strategy recognising that many of the ambitions set out in this strategy are dependent on this Council working to influence other organisations and service providers.

10. CONSULTATION ON THE POLITICAL LEADERSHIP OF WAVERLEY BOROUGH COUNCIL
[Portfolio Holder: Cllr Robert Knowles]
[Wards Affected: All]

To consider the report at Appendix C - To Follow.

11. WAVERLEY CITIZENS' PANEL - FIRST CONSULTATION [page 31]
[Portfolio Holder: Cllr Stefan Reynolds]
[Wards Affected: All]

The purpose of the report at Appendix C is to make the Executive aware of the proposed content of the first survey to be put to Waverley's Citizens' Panel, receive any comments and suggested amendments regarding the questions and to confirm that the Executive will clear all future rounds of consultation for the Panel.

Recommendation

It is recommended that

- 1. the first round of consultation questions be endorsed and the Executive proposes any changes or amendments as it sees fit; and**

2. **the Executive agrees that it should clear future rounds of consultation questions as part of the process for an effective Citizens' Panel.**

12. COVERT SURVEILLANCE POLICY [page 41]

[Portfolio Holder for Community Safety: Cllr Mrs Carole King]

[Wards Affected: All]

The purpose of the report at Appendix D is to update members on the outcome of the Home Office's consultation paper in respect of the Regulation of Investigatory Powers Act 2000 ("RIPA"), and to present an amended Covert Surveillance Policy for the approval of the Executive and adoption by the Council.

Recommendation

It is recommended that

1. **the Executive agrees to quarterly update reports being submitted to the Executive in respect of the Council's use of RIPA; and**
2. **the Council approve and adopt the revised Covert Surveillance Policy and the revised list of Authorised Officers, and appoint the Chief Executive as Senior Responsible Officer and the Deputy Chief Executive as her Deputy.**

13. RE-APPOINTMENT OF SPECIAL INTEREST GROUPS (SIGS)

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). The following are recommended for reappointment:-

- i. Landlord Services Partnership SIG (8 Waverley).
- ii. Planning Policy SIG (9)
- iii. Healthcare SIG (7)
- iv. Restructuring and HR SIG (8 + 1 co-opted)
- v. Constitution SIG (6)
- vi. Godalming Leisure Centre Project Group (SIG) (10) [including the finance, facilities and site working groups (3)]
- vii. Member Development SIG (6)
- viii. Customer Services SIG (7)
- ix. LDF SIG (8)

It is recommended that the Haslemere Area SIG should be discontinued.

Recommendation

The Executive is recommended to

- 1. confirm the reappointment of the above named Special Interest Groups and agree that Portfolio Holders will agree the memberships and chair their appropriate SIGS in 2010/2011; and**
- 2. agree that the Haslemere SIG should be discontinued.**

14. APPOINTMENT OF EMPLOYERS NEGOTIATING TEAM 2010/11

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 and the proposed membership is as follows:-

Cllr Mike Band	Cllr Peter Isherwood
<i>Cllr Victor Duckett</i>	Cllr Robert Knowles
Cllr Lucinda Fleming	Cllr David Munro

Recommendation

It is recommended that the appointment of members to the Employers' Negotiating Team for 2010/2011 be agreed as set out above.

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

[Wards Affected: N/A]

- 15.1 This Council is entitled to appoint one representative, plus a reserve, to serve on the Surrey Local Government Association (SLGA). In previous years, the Council has been represented by the Leader and Deputy Leader. These appointments should be confirmed at this meeting.

Recommendation

It is recommended that the Leader be appointed as the Waverley representative on the Surrey Local Government Association for 2010/11 and the Deputy Leader be appointed as the reserve.

15.2 Surrey Local Government Association Outside Bodies

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.

The SLGA has now advised that vacancies exist on the following outside bodies:-

<u>Three Year Term (2010-2013)</u>	<u>Nominees (if any)</u>
Surrey Historic Buildings Trust	Cllr Gordon-Smith
SCC Health Scrutiny Select Committee (cannot be members of the Council's Executive) - <i>currently Cllr Dr Lee holds one place until 1 September 2011</i>	tba
Supporting People Commissioning Body (<i>currently Cllr Mrs Ellis holds one place until 1 September 2012</i>)	tba
<u>Two Year Appointments</u>	
Surrey Compact Implementation Group	tba

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 any nominations for consideration for appointment by the Association to external bodies be agreed.

Background Papers

Letters from SLGA dated 4 and 6 April 2010.

16. APPOINTMENTS TO OUTSIDE BODIES 2010/2011

16.1 Councillors were appointed to outside bodies in 2009 for a two-year period (2009-2011). There are some appointments which should be held by the appropriate portfolio holder and therefore, as some Executive portfolios have changed, the following amendments need to be made for 2010-2011:-

		Representative for 2009-2011	Proposed representative(s) for 2010-11
A5	Joint Waste Strategy Consultative Board	Cllr J R Sandy <i>[Portfolio Holder for Environment]</i>	Cllr Bryn Morgan
A5a	SLGA Surrey Waste Partnership	Cllr J R Sandy <i>[Portfolio Holder for Environment]</i>	Cllr Bryn Morgan

A5b	SLGA Surrey Climate Change Partnership Member Group	New Appointment <i>[Portfolio Holder for Climate Change]</i>	Cllr Bryn Morgan
A6	Local Government Association Rural Commission	Cllr R J Gates [Reserve: Cllr M H W Band] <i>[Leader and Deputy]</i>	Cllr Robert Knowles [Reserve: Cllr Band]
A7	Local Government Association Urban Commission	Cllr R J Gates [Reserve: Cllr M H W Band] <i>[Leader and Deputy]</i>	Cllr Robert Knowles [Reserve: Cllr Band]
A9	South East England Council	Cllr R J Gates [Reserve: Cllr M H W Band] <i>[Leader and Deputy]</i>	Cllr Robert Knowles [Reserve: Cllr Band]
A10	South East Employers	Cllr R J Gates [Reserve: Vacancy] <i>[Portfolio Holder for Human Resources]</i>	Cllr Mike Band [Reserve: Vacancy]
A17	Surrey Local Government Association	Cllr R J Gates [Reserve: Cllr M H W Band] <i>[Leader and Deputy]</i>	Cllr Robert Knowles [Reserve: Cllr Band]
A20	Parking and Traffic Regulation Outside London Adjudication Joint Committee	Cllr R A Knowles [Reserve: Cllr S P Connolly] <i>[Portfolio Holder for Parking]</i>	Cllr Mrs C A King [Reserve: Cllr S P Connolly]

Recommendation

It is recommended that the appointments to Outside Bodies for 2010/11 be agreed, as set out in the table above.

- 16.2 A vacancy has also arisen for the following outside body. Those who have expressed an interest in being the Waverley representative until May 2011 are listed in the table below:-

		Representative for 2009-2011	Appointee(s) for 2010-11
A21	Royal Surrey County Hospital Foundation Trust	Cllr R J Steel	Cllr L C Bate Cllr D C Inman Cllr S N Mulliner

Recommendation

It is recommended that an appointment be made to the Royal Surrey County Hospital Foundation Trust for 2010/2011.

17. APPOINTMENTS TO SURREY COUNTY COUNCIL LOCAL COMMITTEE TASK GROUPS 2010/2011

The County Council has requested that Waverley nominates to a number of Task/Sub-Groups of the Waverley Local Committee as follows. The memberships for the current year are shown, and it is not proposed to make any changes for 2010/11:-

Farnham Transportation Task Group

Councillors L C Bate, R D Frost, J A Ward.

Godalming, Milford and Witley Transportation Task Group

Councillors R A Gordon-Smith, K Webster

Haslemere and Western Villages Transportation Task Group

Councillors R A Knowles, B J Morgan

Cranleigh and Eastern Villages Transportation Task Group

Councillors B A Ellis, K T Reed

Recommendation

It is recommended that the nominations to the Waverley Local Committee Task Groups be agreed.

Background Papers

Correspondence from Surrey County Council received May 2010.

18. 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:-

9 Forburys - Counter Notice

To authorise the Head of Democratic and Legal Services to sign off a Counter Notice under Section 45 of the Leasehold Reform, Housing and Urban Development Act in respect of 9 Forburys, Farnham.

VAT on Car Parking

To commit Waverley to a contribution of up to £3,000 towards the establishment of a fighting fund to continue the 'Isle of Wight' case, to be funded by a one-off contribution from the Revenue Reserve Fund.

Green Cones and Johannas

To authorise the Head of Environmental Services to proceed with a mail order initiative for selling Green Cones and Johannas at the cost of £20 and £30. Having applied the subsidy offered by Surrey County Council, this would incur an expenditure to Waverley of approximately £6,500 to be met from the recycling element of Waverley's share of the Local Public Service Agreement (LPSA) Performance Reward Grant.

19. SALE OF LAND AT THE QUILLET, HILLCREST, ELSTEAD [page 59]
[Portfolio Holder for Property: Cllr Mike Band]
[Wards Affected: Elstead and Thursley]

The report at Appendix E seeks authorisation for the sale of a small area of garden land at the Quillet, Hillcrest, Elstead to the present licensee.

Recommendation

It is recommended that the land shown outlined on the plan at Annexe 1 be sold to the present licensee, the owners of 4 Little Green, Elstead.

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. PLANNING SERVICES – POLICY TEAM RECRUITMENT [page 65]

To consider the report at (Exempt) Appendix F.

22. 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.**