

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

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Date: 27 August 2010

Membership of the Executive

Cllr Robert Knowles (Chairman)
Cllr Mike Band (Vice-Chairman)
Cllr Mrs Carole King
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, 7 SEPTEMBER 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.gov.uk>

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 Special Meeting held on 9 July 2010 (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. **FORWARD PROGRAMME [Page]**

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

7. **MID-YEAR BUDGET REVIEW 2010-11[Page]**

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

The report at Appendix B provides details of the expenditure and income position to the end of July 2010 compared with budget for the General Fund and the Housing Revenue Account. Together with projections to the year-end, this provides an important mid-year Budget review. It also gives an update on the Capital Programme for the General Fund and Housing Revenue Account.

Recommendation

It is recommended that:

1. **the position as at 31st July 2010 be noted and that no immediate action is required at this stage;**
2. **the Budget continue to be monitored closely during the remainder of 2010-11.**

8. TREASURY MANAGEMENT – PERFORMANCE MEASUREMENT 2010/2011 [Page]

[Portfolio Holder for Finance: Cllr Mike Band]
[Wards Affected: N/A]

The purpose of the report at Appendix C is to advise Members of Waverley's investment performance at the end of the first quarter of 2010/2011.

Recommendation

It is recommended that the quarter 1 Treasury Management Performance for 2010/11 be noted and the approach to managing investment activity be endorsed.

9. FOOD WASTE COLLECTION IN WAVERLEY [Page]

[Portfolio Holder: Councillor Bryn Morgan]
[Wards Affected: All]

The report at Appendix D reports back to Members with the progress of work relating to the food waste collection service, including a summary of participation, operational issues, and to propose the expansion of the service to include an additional 2400 properties.

Recommendation

It is recommended that the Executive delegate responsibility to the Head of Environmental Services and Strategic Director, in liaison with the Portfolio Holder for the Environment, to proceed with the extension of the food waste service to an additional 2,400 properties.

10. WAVERLEY COMMUNITY PARTNERSHIP AND WAVERLEY VOLUNTARY GRANTS PARTNERSHIP 2011/12 FUNDING ROUNDS [Page]

[Portfolio Holder: Cllr David Munro]
[Wards Affected: All]

The purpose of the report at Appendix E is to seek the Executive's approval to continue to support the Waverley Community Partnership scheme and the Waverley Voluntary Grants Partnership (WVGP) in 2011/12.

Recommendation

The Executive is recommended to agree:

1. that for budget planning purposes, the total amount of Waverley Community Partnership grants pot be reduced by 10% overall, and the contribution to the Waverley Voluntary Grants Partnership tripartite pot be reduced by 10% overall;
2. that the 2011/12 bidding round should be opened and that applications from organisations not previously in receipt of a grant be considered;
3. that a panel chaired by the Portfolio Holder for Community, with the Portfolio Holders for Leisure and Youth, and advised by relevant link officers, meet to moderate initial suggested grant levels. The panel's recommendations will be considered by the Overview and Scrutiny Committees and their observations will be passed to the Executive. The Executive will consider the allocations and observations and recommend grant levels for each organisation to Council in February 2011.

11. AFFORDABLE HOUSING COMMISSIONING PLAN [Page]
 [Portfolio Holder: Cllr Keith Webster]
 [Wards Affected: All]

The report at Appendix F, which was considered by the Community Overview & Scrutiny Committee at their meeting on 14 June 2010, recommends that the Council adopt an Affordable Housing Commissioning Plan. A copy of the draft Plan is attached at Annexe 1 to this report. The draft Plan sets out the Council's commitment to providing more affordable housing across the Borough in partnership; reviews affordable housing need and supply; indicates what type of affordable housing is required and where; and provides useful contacts and information for landowners, developers and agents. It outlines the help and support that Waverley and its Registered Social Landlord partners can provide in pursuance of the aim of providing more affordable housing in the Borough.

Recommendation

It is recommended that

1. **the comments/observations of the Community Overview and Scrutiny Committee be noted; and**
2. **subject to any amendments, the Affordable Housing Commissioning Plan be approved and published.**

12. SURREY HILLS AREA OF OUTSTANDING NATURAL BEAUTY – REVISED MEMORANDUM OF AGREEMENT [Page]
 [Portfolio Holder: Cllr Adam Taylor-Smith]
 [Wards Affected: All except urban areas and Dunsfold and Alfold]

The report at Appendix G seeks approval to the Council signing an amended Memorandum of Agreement (now described as a Partnership Agreement)

regarding the Surrey Hills Area of Outstanding Natural beauty (AONB) Partnership.

Recommendation

That the Executive agree to the Council signing the proposed partnership Agreement.

13. ELOS IN-DEPTH REVIEW OF WAVERLEY'S INPUT TO ECONOMIC DEVELOPMENT IN THE BOROUGH [Page]

[Portfolio Holder: Cllr David Munro]

[Wards Affected: All]

The Annexe attached to the report at Appendix H was considered by ELOS at its meeting on 15th June 2010.

The observations of ELOS and its recommendation to the Executive are detailed in this covering report.

Recommendation

That the Executive note the observations of the Environment & Leisure Overview and Scrutiny Committee, welcome the report and await further progress on NNDR and Broadband access.

14. LOCAL DEVELOPMENT FRAMEWORK – CONSULTATION

[Portfolio Holder: Cllr Adam Taylor-Smith]

[Wards Affected: All]

To receive a report at Appendix I – To Follow.

15. CHIEF EXECUTIVE'S ACTION

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:-

i. 98 Great George Street, Planning Application

To authorise the submission of a planning application for the Change of Use of 98 Great George Street from D2 to D1 to enable Waverley Training Services to occupy the building in connection with the provision of Entry into Employment and Apprenticeship training.

ii. Waverley Voluntary Grants Panel

To authorise the appointment of Cllr David Munro on the Waverley Voluntary Grants Panel for the remainder of the current Council year, to replace Cllr Bryn Morgan (due to revised Portfolio Holder duties).

iii. Confirmation of SIG Memberships

To confirm the membership of the following Special Interest Groups:-

- a. Member Development SIG - Cllrs Robert Knowles (Portfolio Holder), Peter Isherwood, Mrs Diane James, Ken Reed, Bryn Morgan and Carole King.
- b. Healthcare SIG - Cllrs Robert Knowles (Portfolio Holder), Mrs Gillian Beel, Mrs Elizabeth Cable, Tony Gordon-Smith, Mrs Diane James, Dr Nicky Lee, Bryn Morgan and Mrs Celia Savage.

iv. Property Matters

To authorise the following action with regard to property matters:-

- a. the variation of the restrictive covenant on land forming part of the garden of 9 Parkfield, Godalming.
- b. the sale of a small area of scrubland to the adjoining owner of 14 Fisher Rowe Close.

16. CONSULTANCY SUPPORT: STREET CLEANSING AND REFUSE AND RECYCLING COLLECTION SERVICES [Page]

[Portfolio Holder: Cllr Bryn Morgan]
[Wards Affected: All]

The report at Appendix J seeks approval of the appointment of WYG Environment to provide specialist consultancy support with the re-specification and procurement of the waste, recycling and street cleaning services beyond 2012, and to seek approval of the use of LPSA Performance Rewards Grant to finance this work.

Recommendation

It is recommended that Executive: -

- 1. agree a waiver under Contract Procedural Rule 3.1 as set out in paragraph 12 above and to appoint WYG Environment to provide specialist advice on the Environmental Services contract[s] procurement process; and**
- 2. agree that the capital costs be met from the unallocated LPSA revenue reward allocation.**

17. CENTRAL OFFICES LEASE OF ANNEXE BUILDING GROUND FLOOR TO CITIZENS ADVICE OFFICE GODALMING [Page]

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

The report at Appendix K asks the Executive to approve arrangements for the lease of Central Office accommodation on the ground floor of the Annexe

Building, Bridge Street Godalming to Citizens Advice Waverley for its Godalming Office.

Recommendation

It is recommended that the Executive agree the proposed lease on the terms and conditions as set out in the [Exempt] Annexe 1, any other terms and conditions to be agreed by the Estates and Valuation Manager.

18. 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 items 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 these items 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).

19. 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.**