

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

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Date: 24 September 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, 5 OCTOBER 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 Meeting held on 7 September 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 11]

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

7. **FUNDING COMMUNITY FACILITIES USING DEVELOPERS' CONTRIBUTIONS** [Page 15]

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

The purpose of the report at Appendix B is for the Executive to agree the approach to fund new or improved community facilities using income from developers' Planning Infrastructure Contributions. These measures will ensure that the Council can justify the use of developer contributions and defend against any potential claim that the funds are being used to pay for schemes that already have funding in place.

Recommendation

The Executive is recommended to:

1. **agree the proposed approach for utilising planning tariff contributions to fund new or improved community facilities;**
 2. **agree that the approval of expenditure proposals and partnership grants is the responsibility of the Deputy Chief Executive in consultation with the appropriate portfolio holders, involving ward members, Surrey County and town and parish councils where appropriate;**
 3. **request Officers to prepare guidance and eligibility criteria for the funding scheme set out in Annexe 2 for those projects where partnership delivery is appropriate; and**
 4. **request Officers to report back to Members periodically with the budget monitoring report on the amount of developers' funds received and allocated to schemes.**
8. RESPONDING TO THE HEALTH WHITE PAPER – EQUITY AND EXCELLENCE: LIBERATING THE NHS [page 27]
[Portfolio Holder: Cllr Robert Knowles]
[Wards Affected: All]

The purpose of the report at Appendix C is to outline the main features of the Health White Paper, *Equity and Excellence: Liberating the NHS* and to comment on the implications for local authorities and Waverley in particular, together with Member responses to the consultation.

Recommendation

It is recommended that the Executive:

1. **notes the report and agrees the responses to the consultation attached at Annexe 1; and**
 2. **engages with local GP consortia in the Borough to identify areas of common interest in meeting the wider needs of the community.**
9. GODALMING KEY SITE APPEAL: REQUEST FOR SUPPLEMENTARY ESTIMATE [Page 51]
[Portfolio Holder: Cllr Adam Taylor-Smith]
[Ward Affected: Godalming Central and Ockford]

The purpose of the report at Appendix D is to request a supplementary estimate to ensure that the Council can effectively defend the decision of the Joint Planning Committee at a Public Inquiry relating to land at Godalming Key Site (PP/R3650/A/10/2135018).

Recommendation

It is recommended to the Council that a supplementary estimate of £73,500 be approved to meet the costs of the professional and other costs with a further £10,000 being approved but only spent subject to the agreement of the Chief Executive and Portfolio Holders for Finance and Planning.

10. NEW GODALMING LEISURE CENTRE [page 57]
[Portfolio Holders: Cllrs Mike Band and Roger Steel]
[Wards Affected: All]

The report at Appendix E presents the outcome of the evaluation of tenders for the new Godalming Leisure Centre and seeks Members' agreement for the preferred contractor and site for the new centre.

Recommendation

It is recommended that the Council approve:

- 1. that Contractor B is selected as Waverley's preferred contractor for the design and build of the new Godalming leisure Centre;**
- 2. that the new centre is constructed on the site adjacent to the tennis club;**
- 3. the Deputy Chief Executive in conjunction with the portfolio holders for Finance and for Leisure be given delegated authority to negotiate terms and enter into a contract with the preferred contractor**
- 4. the Deputy Chief Executive in conjunction with the portfolio holders for Finance and for Leisure be given delegated authority to negotiate with the preferred contractor to firm up on costed options for renewable energy technology that could be incorporated within the scheme, subject to cost, and to report back to Members with proposals at a future date**
- 5. the issue of a limited order up to the value of £100,000 for the preferred contractor to submit a planning application as soon as possible to include variations based on renewable energy technology being incorporated within the scheme**
- 6. note that, by approving the recommended scheme, the Council's leisure commitment can be delivered within the approved financial limits**
- 7. the Deputy Chief Executive in conjunction with the portfolio holders for Finance and for Leisure be given delegated authority to negotiate the final agreement with Fields In Trust.**

11. PERFORMANCE MANAGEMENT REPORT, QUARTER 1 (APRIL - JUNE) 2010/11 [page 63]

[Portfolio Holder: Cllr Mike Band]
[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 F details performance, at Annexe 1, for the first three-month period of 2010/11.

The Overview and Scrutiny Committees, and their respective Sub-Committees, have all considered this report. The observations and comments of Community and Environment and Leisure Overview and Scrutiny Committees on the indicators have been incorporated into Annexe 1. The comments from the Corporate Overview and Scrutiny Committee will be tabled at the meeting.

Recommendation

It is recommended that the Executive:

- 1. considers and notes the performance figures for quarter one 2010/11 as set out in Annexe 1;**
- 2. thanks the Overview and Scrutiny Committees for their observations regarding the first quarter of 2010/11 as set out in Annexe 1;**
- 3. in the light of Government announcements on localism, to invite the Overview and Scrutiny Committees to review Performance Indicators to see which might be removed without reducing their effectiveness.**

12. RESIDENTIAL EXTENSIONS – SUPPLEMENTARY PLANNING DOCUMENT [Page 97]

[Portfolio Holder: Cllr Taylor-Smith]
[Wards Affected: All]

The purpose of the report at Appendix G is to recommend that the Residential Extensions SPD is adopted by the Council to be used as a material planning consideration when determining relevant planning applications. The document has been written to amplify the requirements of saved policy D4 of the Waverley Local Plan 2002, it will also replace the previously adopted Supplementary Planning Guidance Advice Note - Residential Extensions: Design Guidelines (2002).

Recommendation

It is recommended to the Council that the Residential Extensions Supplementary Planning Document be adopted and replace the 2002 Supplementary Planning Guidance.

13. AMENDMENT TO THE SCHEME OF DELEGATION TO OFFICERS IN RELATION TO TREE WORKS APPLICATIONS [page 143]

[Portfolio Holder: Cllr Adam Taylor-Smith]

[Wards Affected: All]

Under the current Scheme of Delegation to Officers, the authority to determine applications for works to fell or lop trees the subject of a Tree Preservation Order ('Tree Works Applications') is delegated directly to the Head of Planning. Unlike planning applications, there is currently no formal mechanism for Members to bring these applications before the Area Planning Committee. The purpose of the report at Appendix H is to seek approval to amend the Scheme of Delegation and add this type of application to the list of applications that can be brought before the Area Planning Committee.

Recommendation

That the Council be recommended to amend the Scheme of Delegation to Officers to add applications to fell or lop trees that are the subject of a TPO to the list of those where Ward Councillors can request that they are determined by the relevant Planning Committee.

14. SEVERE WEATHER PREPARATIONS [page 147]

[Portfolio Holder: Cllr Robert Knowles]

[Wards Affected: All]

The purpose of the report at Appendix I is to describe progress made in improving preparedness for the winter season ahead. Preparations for other forms of adverse weather event, including heat wave and flooding are included.

Heavy snow fell across Waverley in December 2009 and January 2010 causing widespread disruption to services and the transport system. Residents of Waverley, businesses and the Council's own services were adversely impacted. Some of the vulnerable members of our community were at risk during the worst conditions experienced for 30 years. On 13 April the Executive considered a detailed report of lessons learned from the events of last winter, which itself followed a joint meeting of the Overview and Scrutiny Committees on 24 March. The Executive requested a report containing a detailed action plan to improve winter preparedness. The Environment and Leisure Overview and Scrutiny Committee considered this report at its meeting on 14 September 2010 and observations arising from this are incorporated into this report.

Recommendation

It is recommended that

1. **the comments of the Overview and Scrutiny Committee be noted; and**
 2. **the Waverley Corporate Severe Weather Plan and the plan for identifying vulnerable people during a major emergency attached as Annexes 1 and 2 be endorsed.**
15. PROPOSAL TO REALLOCATE WBC CAPITAL FUNDS COMMITTED FOR PLAYGROUND REFURBISHMENTS TO BE ADDED TO THE CURRENT HERONS SKATEPARK/MUGA REFURBISHMENT PROJECT [page 203]
[Cllrs Steel, O’Grady and King]
[Wards Affected: Haslemere Critchmere and Shottermill Ward & Godalming Farncombe and Cattershall Ward]

The purpose of the report at Appendix J is to agree to the transfer of the funds from the playground replacement capital fund for the Canon Bowring playground refurbishment project, Farncombe, into the recreational facilities fund for The Herons Skatepark/MUGA refurbishment Project, Haslemere. In order to provide the best possible skatepark and MUGA for children, young people and adults who live in the borough within existing resources in the financial year 2010/11.

Recommendation

It is recommended that the Executive:

1. **approves the transfer of £25,000 capital fund, previously allocated to Canon Bowring playground refurbishment, into the Herons Skatepark/MUGA refurbishment project; and**
 2. **Canon Bowring refurbishment project be deferred until next year.**
16. PROGRESS ON WAVERLEY’S REDUNDANCY POLICY

A meeting of the Joint Negotiating Committee (JNC) took place on 23 September to review the Council’s Redundancy Policy. Work is continuing and the JNC is meeting again on 4 November with a view to recommending a revised policy to the Council in December for adoption.

17. 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. Property Matters

To authorise the simultaneous completions of the following two transactions:-

1. The purchase by Waverley of land at Cambridge Place from Surrey County Council for the sum of £6,000.

2. The settlement of an outstanding insurance claim on the former community centre at Sandy Hill by Surrey County Council paying Waverley £6,000 in full and final payment.
 3. The inclusion of a small area of land between the frontage of Woolmer Hill Lodge and the highway in the sale of the property to Marshals Development Ltd for the sum of £500.
18. DEVELOPMENT AT STATION ROAD, GODALMING [page 207]
[Portfolio Holder: Cllr Keith Webster]
[Ward Affected: Godalming Central and Ockford]

The purpose of the report at Appendix K is to set out the options for funding the proposed development of affordable housing at Station Road, Godalming.

Recommendation

It is recommended that

1. **the development of Station Road Godalming is procured and carried out from resources currently held for affordable housing by WBC's HRA capital funds. Costings as set out in (Exempt) Annexe 1;**
 2. **Further work is carried out on the viability of the development being undertaken by Waverley initiatives. Upon completion of the viability study a report is made to the WI board for a final decision;**
 3. **A waiver be agreed for Thames Valley housing association to be appointed to carry out the full range of functions of development agent to procure monitor and supervise the design and build on Waverley's behalf;**
 4. **A waiver be agreed for the Executive to endorse the appointment of Churchill Hui as architects for the scheme to planning stage; and**
 5. **subject to satisfactory tender prices WBC enters into a Design and Build contract with a contractor selected on an open tender basis. Upon receipt of tenders a further report be made to the Executive prior to a contract being awarded.**
19. 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).

20. STAFFING MATTER

To consider the report at (Exempt) Appendix L - To Follow.

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.**