

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

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Date: 20 May 2011

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: WEDNESDAY, 1 JUNE 2011

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. **APPOINTMENT OF CHAIRMAN**

To confirm the appointment of the Leader of the Council as Chairman of the Executive for the Council Year 2011/2012.

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 2011/2012.

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 29 March 2011 (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 for 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.

9. ANNUAL ACCOUNTS 2010/2011

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

9.1 OVERALL REVENUE OUTTURN (GENERAL FUND AND HOUSING REVENUE ACCOUNT) [Page 15]

The report at Appendix B.1 provides a summary of the 2010/11 General Fund revenue outturn and the 2010/11 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 later in the year.

Recommendation

It is recommended that the Executive:

- 1. notes the Revenue Outturn position for 2010/2011;**
- 2. approves Revenue Carry Forwards of £29,260 on the General Fund from 2010/2011 to 2011/2012 as detailed at Annexe 3; and**
- 3. approves Revenue Carry Forwards of £205,000 on the HRA from 2010/2011 to 2011/2012 as detailed at Annexe 3.**

9.2 CAPITAL PROGRAMME OUTTURN (GENERAL FUND AND HOUSING REVENUE ACCOUNT) [Page 25]

The report at Appendix B.2 presents the outturn for the Council's 2010/11 Capital Programme. It also seeks approval to add rescheduled expenditure and minor slippage from the 2010/11 Programme to the 2011/12 Programme.

Recommendation

It is recommended that the Executive:-

- 1. notes the Capital Outturn position for 2010/2011; and**
- 2. approves the transfer of budgets totalling £465,600 as detailed in Annexe 1, from the 2010/2011 General Fund Capital Programme to the 2011/2012 General Fund Capital Programme.**

10. TREASURY MANAGEMENT PERFORMANCE 2010/11 [Page 39]

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

The purpose of the report at Appendix C is to summarise Waverley's investment performance for the year 2010/2011 in accordance with Waverley's Treasury Management Policy and the Code of Practice on Treasury Management in Local Authorities.

Recommendation

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

11. THE LIST OF BUILDINGS OF TOWNSCAPE, LANDMARK OR LOCAL HISTORIC MERIT [Page 43]

[Portfolio Holder: Cllr Adam Taylor-Smith]

[Wards Affected: All]

The Council has a list of buildings known as the Local List. This is made up of buildings of local historic interest. This list does not uniformly cover the Borough and there is a pressing need to review and expand the list to capture those buildings that are considered to be of local significance throughout Waverley. The report at Appendix D seeks to clarify the process for identification and adoption of buildings onto the local list.

Recommendation

It is recommended that Waverley consult with Towns and Parishes on the principle of

1. **the Planning Projects Team supporting Parish and Town Councils in the identification, recording and consultation/notification process for new BLM; and**
2. **all new buildings recommended to be placed on the BLM be presented through the normal Executive process for formal adoption by the Council.**

12. HOUSING REVENUE ACCOUNT CAPITAL PROGRAMME – UPDATE [Page 55]

[Portfolio Holder: Cllr Keith Webster]

[Wards Affected: All]

Since the Council approved the HRA Capital Programme for 2011/12 on 15th February 2011, additional resources have been secured for later years and the Council is making good progress in its maintenance re-procurement exercise. The report at Appendix E therefore advises the Executive of proposed revisions to the HRA Capital Programme and provides an indicative forward programme over a longer time horizon.

Recommendation

It is recommended that the Executive recommends to the Council that:

1. **the additional £8.46 million of capital resources that have been secured through the Council's bid for Decent Homes Backlog Funding from the Homes and Communities Agency be wholeheartedly welcomed; and**

2. the revised HRA Capital Programme for 2011/11 – 2014/15 be approved.

13. TENANT INVOLVEMENT STRATEGY 2011-2014 [Page 65]
[Portfolio Holder: Cllr Keith Webster]
[Wards Affected: All]

The purpose of the report at Appendix F, which was considered by the Landlord Services Partnership SIG at their meeting on 23 February 2011 and by the Community Overview and Scrutiny Committee on 22 March 2011, is to present a final Tenant Involvement Strategy for approval. This was originally presented to the Landlord Services Partnership Special Interest Group on 27 September 2010 for comment. The intervening period has been used to consult with the Tenants Panel and attendees at Panel meetings. Views have also been expressed from a local tenants' association.

Recommendation

It is recommended that the Executive endorse the Tenant Involvement Strategy for 2011-2014.

14. ICT – JOINT WORKING BETWEEN WAVERLEY AND GUILDFORD BOROUGH COUNCILS [Page 77]
[Portfolio Holder: Cllr Stephen O'Grady]
[Wards Affected: All]

The report at Appendix G sets areas of proposed collaborative and shared working in the IT area between Waverley and Guildford Borough Councils. The report is being considered by both of the Council's Executives.

Recommendation

It is recommended that the programme of work for potential IT collaboration between Guildford and Waverley, as set out above, be approved.

15. REAPPOINTMENT OF SPECIAL INTEREST GROUPS (SIGS) [Page 81]

The Special Interest Group (SIG) Protocol has been adopted as part of the Constitution and, under the protocol, it is necessary to determine whether to re-appoint all or some of the Special Interest Groups for the new Council year. The proposed Special Interest Groups for 2011/12 are set out at Appendix H.

Recommendation

It is recommended that consideration be given to appointing the Special Interest Groups, as set out in Appendix H, for 2011-12.

16. APPOINTMENT OF EMPLOYERS NEGOTIATING TEAM 2011/2012

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 (6 councillors):-

Leader	Deputy Leader
Cllr Peter Isherwood	Cllr David Munro
2 x vacancies	

Recommendation

It is recommended that the appointment of members to the Employers' Negotiating Team for 2011/2012 be agreed as set out above.

17. APPOINTMENTS TO OUTSIDE BODIES 2011/2013

17.1 Councillors will be appointed to outside bodies for a two-year period (2011-2013) at the July meeting of the Executive but there are some appointments which need to be agreed at this meeting. The proposed representatives are identified below:-

		Proposed representative(s) for 2011-2013
A5	Joint Waste Strategy Consultative Board	Cllr Bryn Morgan
A5a	SLGA Surrey Waste Partnership	Cllr Bryn Morgan
A5b	SLGA Surrey Climate Change Partnership Member Group	Cllr Bryn Morgan
A6	Local Government Association Rural Commission	Cllr Bryn Morgan
A7	Local Government Association Urban Commission	Cllr Bryn Morgan
A9	South East England Councils	Cllr Robert Knowles [Reserve: Cllr Mike Band]
A10	South East Employers	Cllr Mike Band

A17	Surrey Local Government Association	Cllr Robert Knowles [Reserve: Cllr Mike Band]
A19	Surrey Rural Partnership	Cllr David Munro
A21	Royal Surrey County Hospital Foundation Trust	To be advised
A22	District Councils Network	Cllr Robert Knowles [Reserve: Cllr Mike Band]
A23	Surrey First Joint Committee	Cllr Robert Knowles
C19	Godalming and Environs PCT Project Team	To be advised

Recommendation

It is recommended that the appointments to Outside Bodies for 2011/2013 be agreed, as set out in the table above.

17.2 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</u> (2011-2014)	<u>Nominees</u> (if any)
Surrey Historic Buildings Trust	tba
SCC Health Scrutiny Select Committee (cannot be members of the Council's Executive) - <i>currently Cllr Nicky Lee holds one place until 1 September 2011</i>	Cllr Nicky Lee
Supporting People Commissioning Body (<i>currently Cllr Mrs Ellis holds one place until 1 September 2012</i>)	tba

Two Year Appointments

Countryside Access Forum	tba
Mental Health Foundation Trust	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.

18. 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 and the proposed membership of each is as follows:

Farnham Transportation Task Group

Cllrs Brian Adams, Roger Steel and John Ward

Godalming, Milford and Witley Transportation Task Group

Cllrs Elizabeth Cable and Simon Thornton

Haslemere and Western Villages Transportation Task Group

Cllrs Robert Knowles and Bryn Morgan

Cranleigh and Eastern Villages Transportation Task Group

Cllrs Brian Ellis and Brett Vorley

Recommendation

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

19. SALE OF GARDEN LAND - 4 LINKS CLOSE, EWHURST [Page 83]

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

Authorisation is sought for the sale of the land outlined on the plan attached to the report at Appendix I to the owner of the adjacent property, 4 Links Close, for use as garden land.

Recommendation

It is recommended that the land shown outlined on the plan should be sold to the owner of 4 Links Close for garden use only, subject to other terms and conditions to be agreed by the Estates and Valuation Manager.

20. CHIEF EXECUTIVE'S ACTION

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.

21. 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 following paragraphs of the revised Part I of Schedule 12A to the Act, as follows:-

Information relating to the financial or business affairs of any particular person (including the authority holding that information) (Paragraph 3).

22. PROPOSED EXTENSION TO A COUNCIL HOUSE

To consider the report at (Exempt) Appendix J.

23. 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.**