

To: All Members of the EXECUTIVE

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Date: 21 October 2011

Membership of the Executive

Cllr Robert Knowles (Chairman)
Cllr Mike Band (Vice-Chairman)
Cllr 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, 1 NOVEMBER 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>

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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 4 October 2011 (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 question received from members of the public for which notice has been given in accordance with Procedure Rule 10:-

i. **from Mr David Wylde of Farnham:**

"May I congratulate the council on its principled and far-sighted opposition to the main recommendations of the National Planning Policy Framework, and ask if, in view of the fact that 17 national arts organisations wrote to the Sunday Times a fortnight ago, advocating the inclusion of culture in the NPPF, and in view of the economic and human benefits to town and community of such activities as art, theatre and music, if the council would consider offering similar advocacy in its continuing response to the proposed framework".

ii. **from Mrs Anne Cooper of Farnham:**

"What progress is there on the acquisition by the Council of the land required for the Crest Nicholson East Street development?"

iii. From Mrs Celia Sandars of Farnham:-

“With the conditional contract for the East Street Development due to expire at the end of this year, please would the Chairman, as a matter of courtesy to the Farnham public, tell us what progress has been made, to date, on fulfilling each of the requirements in that contract, in order for the scheme to be declared viable and, in particular, the position on the requirement for financial viability, and also whether any deficit in viability, in any instance, can be remedied before December and how this might be achieved?”

6. EXECUTIVE FORWARD PROGRAMME [Page 9]

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

7. BUDGET MONITORING – SEPTEMBER 2011-12 [Page 13]

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

The report at Appendix B provides details of the expenditure and income position to the end of September 2011 compared with the budget for the General Fund and the Housing Revenue Account. 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 30 September 2011 be noted and that no immediate action is required at this stage; and**
2. **the Budget continue to be monitored closely during the remainder of 2011-12.**

8. TREASURY MANAGEMENT PERFORMANCE 2011/12 [Page 29]

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

The purpose of the report at Appendix C is to summarise Waverley's Treasury Management performance for the year to 30 September 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 2011/12 be noted and the approach to Treasury Management activity be endorsed.

9. A PROGRAMME FOR UNDERTAKING CONSERVATION AREA APPRAISALS [Page 35]

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

The purpose of the report at Appendix D is to establish a programme for undertaking Conservation Area Appraisals (CAAs). This is broken down into three phases:

- Phase 1 - identifying a programme of CAAs by using the scoring matrix.
- Phase 2 - Undertaking the CAAs by following English Heritage guidelines.
- Phase 3 - Implementation of the management plans and environmental enhancement schemes.

Phases 2 and 3 are likely to happen in parallel, given the amount of CAAs which need to be undertaken in the borough (41 outstanding). The purpose of this report is to seek Executive approval for this programme of CAAs.

Recommendation

It is recommended that

- 1. the methodology employed to prioritise the Conservation Areas in need of Conservation Area Appraisals be agreed;**
- 2. Wheeler Street, Witley be used as a pilot study to set out, test and review the methodology for undertaking CAA; and**
- 3. the initial five year rolling programme for undertaking CAAs be agreed (as set out in Table 1).**

10. PERFORMANCE MANAGEMENT EXCEPTION REPORT, QUARTER 1 (APRIL – JUNE) 2011-12 [Page 57]

[Portfolio Holders: All]
[Wards Affected: All]

Waverley's Performance Management Framework (PMF) contains a number of indicators that assist Members and officers in identifying current improvement priorities and progress against targets.

The indicators in Waverley's PMF are reviewed quarterly by the Executive. This report at Appendix E details performance, at Annexe 1, for the first three-month period of 2011/12. The Performance Indicators (PIs) are listed on an exceptions basis, where performance has been particularly good or where it has fallen significantly under target.

The Overview and Scrutiny Committees and their respective sub-committees have considered the full list of indicators. Their comments on the indicators in and their recommendations are included in this report.

Recommendation

It is recommended that the Executive:

1. notes the performance figures for quarter 1 as set out in Annexe 1 to the report;
2. thanks the Overview & Scrutiny Committees for their observations regarding the quarter 1 performance as detailed in the report and in Annexe 1; and
3. approves the recommendations to amend targets and remove indicators as detailed in paragraph 3 of the report.

11. FARNHAM PARK GOLF CLUB LEASE [Page 65]

[Portfolio Holders: Roger Steel and Mike Band]

[Wards Affected: Farnham Castle and Farnham Upper Hale]

The report at Appendix F seeks authorisation to grant a new 10 year lease of Farnham Park Golf Course, shown outlined on the plan at Annexe 1.

Recommendation

It is recommended that a 10 year lease be offered to Farnham Park Golf Course (Surrey) Ltd on terms and conditions set out in the (Exempt) Annexe, other terms and conditions to be negotiated by the Countryside Manager and the Estates and Valuation Manager in consultation with the Portfolio Holder for Leisure.

12. KINGS ROAD INDUSTRIAL ESTATE, HASLEMERE – SALE OF FREEHOLD
[Page 69]

[Portfolio Holder: Cllr Mike Band]

[Wards Affected: All Haslemere]

The purpose of the report at Appendix G is to consider the sale of the freehold of the Council's Kings Road Industrial Estate, Haslemere.

Recommendation

It is recommended that the highest bid received for the freehold of the Kings Road Industrial Estate, Haslemere, as set out in (Exempt) Annexe 2 to the report, be accepted.

13. PROPERTY MATTERS [Page 75]

[Portfolio Holder; Cllr Mike Band]

[Wards Affected: All]

The purpose of the report at Appendix H is to consider a number of property-related issues in the borough.

Recommendation

It is recommended that

1. **land in the ownership of the Council at Cornerways, The Long Road Farnham on the plan at Annexe 1 be sold to the owners of Cornerways;**
2. **in respect of Village Way Car Park that approval be given to:**
 - i) **A licence to cover use of the car park for the duration of the building works;**
 - ii) **A licence for the works that will involve Waverley's land in connection with the laying of the Health Centre's surface water sewer; and**
 - iii) **An easement for the sewer once it is laid.**

Items i) and ii) will be with the developer and iii) with the PCT. They are to be subject to the proposed terms and conditions for the licences set out in the (Exempt) Annexe, other terms and conditions to be negotiated by the Estates and Valuation Manager.

14. JOINT NEGOTIATING COMMITTEE (JNC) – VACANCY

At the Executive meeting on 1 June 2011, the following members were appointed to the Joint Negotiating Committee:-

Cllr Mike Band	Cllr David Munro
Cllr Peter Isherwood	Cllr Simon Thornton
Cllr Robert Knowles	+1 Vacancy – <i>proposed</i>
	<i>Cllr Gillian Beel</i>

The Executive is now requested to appoint to the vacancy in advance of any forthcoming meeting(s) of the JNC.

15. APPOINTMENT OF COMMUNITY OVERVIEW AND SCRUTINY SUB-COMMITTEE

To assist in the process of commenting in detail on the provisional grant allocations for 2012-13 before they are considered by the Executive, it is proposed that a Sub-Committee of the Community Overview and Scrutiny Committee be established.

Recommendation

It is recommended that approval be given to the establishment of a Grants Overview and Scrutiny Sub-Committee to undertake the detailed consideration of the provisional grant allocations for 2012-13.

16. 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.

17. 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(s) 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 item(s), there would be disclosure to them of exempt information (as defined by Section 100I of the Act) of the description specified in the following paragraph(s) of the revised Part I of Schedule 12A to the Act, to be identified as appropriate.

18. 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.**