

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

Fax No: 01483 523475

When calling please ask for: Emma McQuillan

Direct line: 01483 523351

Calls may be recorded for training or monitoring

E-mail: emma.mcquillan@waverley.gov.uk

Date: 26 October 2012

Membership of the Executive

Cllr Robert Knowles (Chairman)
Cllr Mike Band (Vice-Chairman)
Cllr Brian Adams
Cllr Carole King
Cllr Bryn Morgan

Cllr Stephen O'Grady
Cllr Julia Potts
Cllr Stefan Reynolds
Cllr Adam Taylor-Smith
Cllr Keith Webster

Dear Councillor

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

DATE: TUESDAY, 6 NOVEMBER 2012

TIME: 6.45 P.M.*

PLACE: COUNCIL CHAMBER, COUNCIL OFFICES, THE BURYS,
GODALMING

Yours sincerely

MARY ORTON

Chief Executive

[In the event that adverse weather conditions prevent this meeting from proceeding, the meeting will be held instead at 6.45pm on Tuesday 13 November 2012]

*This meeting will be webcast from the conclusion of informal question time 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 2 October 2012 (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 interest in relation to any items included on the agenda for this meeting, in accordance with the new Waverley Code of Local Government Conduct.

5. 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:

6. EXECUTIVE FORWARD PROGRAMME (Page 9)

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

7. SEPTEMBER BUDGET MONITORING 2012-13 (Page 17)

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

This report, attached at Appendix B, provides details of the expenditure and income position as at September 2012 compared with the budget for the General Fund and the Housing Revenue Account. It also gives details of expenditure and progress of the Capital Programme for the General Fund and Housing Revenue Account.

Recommendation

It is recommended that the Executive:

1. notes the position as at 30 September 2012;
 2. approves the Supplementary Estimates in paragraph 18 for Undershaw Hotel, £20,000 claimants costs and £10,000 legal fees;
 3. approves a virement of £15,000 from the overall underspend in relation to additional planning specialist costs as detailed in paragraph 19;
 4. agree that the balance of the council tax reduction scheme implementation grant, up to £45,000, be utilised for one-off temporary resource to backfill officer time spent on the implementation as detailed in paragraph 21;
 5. approves the amendments and additions to the General Fund Capital Programme detailed in paragraphs 30 and 31;
 6. approves the amendment of £20,000 within the HRA Capital Programme to enable more Fire Safety Upgrades to be undertaken as detailed in paragraph 33;
 7. approves a supplementary estimate of £20,000 to undertake a consultation exercise to inform the capital project for the Herons Leisure Centre;
 8. recommends that the Council approves the increase of £80,000 in the staff budget within Waverley Training Services, to be funded by the extra income as detailed in paragraph 6; and
 9. gives approval for Waverley Training Services to recruit staff to run courses where the cost is covered by income generated, subject to the agreement of the Deputy Chief Executive as detailed in paragraph 6.
8. TREASURY MANAGEMENT PERFORMANCE AND MID-YEAR REVIEW OF THE 2012/13 STRATEGY (Page 45)

[Portfolio Holder for Finance: Cllr Mike Band]

[Wards Affected: N/A]

The purpose of the report at Appendix C is to summarise Waverley's Treasury Management (TM) performance to date and undertake a mid-year review of the Treasury Management Strategy in accordance with best practice.

Recommendation

It is recommended that

1. the Executive note the Treasury Management Performance for 2012/13 and endorse the approach to Treasury Management activity; and

2. **the recommendation set out in the (Exempt) Annexe to this report be approved.**

9. COMMUNITY INFRASTRUCTURE LEVY (Page 51)

[Portfolio Holder for Planning: Cllr Bryn Morgan]
[Wards Affected: N/A]

The purpose of the report at Appendix D is to recommend that the Community Infrastructure Levy (CIL) Preliminary Draft Charging Schedule be agreed for the purposes of public consultation. This sets out the Council's proposed approach to collecting developer contributions which will replace the 2008 Planning Infrastructure Contributions SPD. The intention is to adopt a Community Infrastructure Levy (CIL) Charging Schedule by April 2014.

Recommendation

That the Executive approve the CIL Preliminary Draft Charging Schedule for public consultation.

10. THE COUNCIL'S ROLE IN SUPPORTING LOCAL BUSINESS (Page 75)

[Portfolio Holder for Economic Development: Cllr Adam Taylor-Smith]
[Wards Affected: N/A]

The report at Appendix E provides an overview of how the Council should encourage economic activity across the Borough. The new Portfolio Holder for Economic Development and Major Projects has asked officers to prepare the report so the Executive could consider plans to help shape the future of the service.

Recommendation

It is recommended that the Executive:

1. **affirm the Council's objective to encourage and support local business and the economy; and**
2. **endorse the report and efforts to align the Council's resources available to supporting business to the strategic aims of encouraging and supporting the local economy so as to leverage the maximum benefit.**

11. CONTAMINATED LAND STRATEGY (Page 83)

[Portfolio Holder for Environment: Cllr Brian Adams]
[Wards Affected: all]

The revised Contaminated Land Strategy for Waverley replaces the existing approach and reflects new government guidance. The revised Strategy, attached at Appendix F, will inform Waverley's Contaminated Land regime and inform Waverley's planning responses in relation to Contaminated Land. The Executive is asked to endorse the approach of this report.

Recommendation

It is recommended that the Executive:

- 1. endorse the approach of the revised Contaminated Land Strategy for Waverley and delegates powers to update and amend the Strategy's planning guidance section to the Head of Environmental Services; and**
 - 2. determine a maximum period for the life of the Strategy until it is next revised.**
12. SALE OF LAND AT WOOLMER HILL LODGE (Page 95)
[Portfolio Holder for Finance: Cllr Mike Band]
[Wards Affected: N/A]

Authorisation is sought for the sale of the land shown hatched on the plan annexed to the report, attached at Appendix G, and an easement to maintain sight lines over the land shown cross-hatched. The sale is to be subject to an overage clause should the purchaser obtain planning permission and develop the land in accordance with terms and conditions set out in the (Exempt) Annexe 1.

Recommendation

It is recommended that Waverley sells the strip of land shown coloured black on the plan annexed to the owners of Woolmer Hill Lodge on terms and conditions set out in the (Exempt) Annexe, other terms and conditions to be agreed by the Estates and Valuation Manager.

13. DRAFT TENANCY STRATEGY (Page 99)
[Portfolio Holder for Housing: Cllr Keith Webster]
[Wards Affected: all]

The report at Appendix H presents the Draft Tenancy Strategy to the Executive and seeks the Executive's support for the principals of the Tenancy strategy and approval to commence consultation.

Recommendation

The Executive is asked to:

- 1. support the objectives and proposals, incorporating any changes to the proposals considered appropriate by the Executive, of the Tenancy Strategy;**
- 2. agree that Officers commence the consultation exercise; and**
- 3. receive a subsequent report on the consultation responses and proposed final Tenancy Strategy at the Executive meeting on 4 December 2012 and Council on 11 December 2012.**

14. LEASE OF GARAGES, STATION ROAD. GODALMING (Page 111)
[Portfolio Holder for Housing: Cllr Keith Webster]
[Wards Affected: Godalming]

The report attached at Appendix I, seeks Authority to grant leases of 125 years on terms and conditions as set out in the (Exempt) Annexe 1 for two garages and parking spaces to be built within the development site at Station Road, Godalming.

Recommendation

It is recommended that Waverley grants 125-year leases to the two proposed lessees of garages and land to be built on the development site at Station Road, Godalming, on terms and conditions set out in the (Exempt) Annexe, other terms and conditions to be negotiated by the Estates and Valuation Manager and Borough Solicitor, in consultation with the Deputy Chief Executive.

15. EASEMENT OF ACCESS TO LITTLE PARK HATCH BOOKHURST ROAD, CRANLEIGH (Page 115)
[Portfolio Holders: Cllrs Mike Band and Stephen O'Grady]
[Wards Affected: Cranleigh East]

The report at Appendix J seeks authorisation to enter into an easement of access and services to the land shown outlined on the attached plan across Council-owned common land for the purposes of residential development on terms and conditions set out in the (Exempt) Annexe 1.

Recommendation

It is recommended that the applicants, Shanley Homes (Leatherhead) Limited, be granted an easement of access across Waverley's common land at Little Park Hatch, Bookhurst Road, Cranleigh, on terms and conditions set out in the (Exempt) Annexe, other terms and conditions to be negotiated by the Estates and Valuation Manager.

16. CHIEF EXECUTIVE'S ACTIONS

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.

- None Taken

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 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).

18. REQUESTS FOR EARLY AND FLEXIBLE RETIREMENT (Page 127)

To consider the report at (Exempt) Appendix K.

19. HOUSING DELIVERY BOARD ITEMS

[Portfolio Holders: Cllrs Mike Band, Bryn Morgan and Keith Webster]

19.1 Disposal of Land (Page 131)

To consider the report at (Exempt) Appendix L

19.2 Buy Back of Property (Page 135)

To consider the report at (Exempt) Appendix M.

20. 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.**