

To: All Councillors

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Date: 9 January 2013

Dear Councillor

A meeting of the EXECUTIVE was held on 8 January 2013. The decisions taken at the meeting are set out below.

The deadline for call-in of any of these decisions for scrutiny (within five working days) will be **NOON ON WEDNESDAY, 16 JANUARY 2013**. Members must notify Robin Pellow, Head of Democratic and Legal Services by e-mail, fax, telephone or letter if they wish to refer a decision to the appropriate Overview and Scrutiny Committee. The Constitution requires that **four members of the appropriate Overview and Scrutiny Committee may call-in** a decision of the Executive for scrutiny.

It has been agreed that it would be helpful if, before calling in items, Members contacted their Chairman or Vice-Chairman to keep them informed.

Yours sincerely

MARY ORTON

Chief Executive

NOTE FOR MEMBERS

The item numbers below correspond to the item numbers on the Executive Agenda.

6. **EXECUTIVE FORWARD PROGRAMME**

The Executive agreed to adopt the forward programme of key decisions for Waverley Borough Council.

7. **BUDGET MANAGEMENT - NOVEMBER UPDATE 2012-13**

The Executive agreed to:

1. approve supplementary estimates amounting to £21,000 to cover the payment of planning appeal costs awarded against WBC as detailed in paragraph 7 and Annexe 5 of the report;
2. approve the bringing forward to the 2012-13 Capital Programme of the Car Park Sidem upgrade software, as detailed at paragraph 17 of the report, in the sum of £9,000, to be met from identified capital savings;
3. approve the purchase of a replacement Local Land Charge System as set out in paragraph 18, up to a maximum cost of £30,250 to be met from savings/additional income identified within the Local Land Charge service, with the choice of system to be agreed by the Deputy Chief Executive in consultation with the Portfolio Holder for Information Technology;
4. approve the bringing forward to the 2012-13 Capital Programme of the Car Park Low Energy Lighting Invest-to-Save scheme, as detailed in paragraph 19, to be met from identified capital savings;
5. approve the use of the Preventative Technology Grant of £18,000 to be spent on Careline staffing as detailed in paragraph 11;
6. approve the virement at paragraph 12 funding the Contract Compliance and Monitoring Officer post becoming full-time; and
7. approve the virement within the HRA of £50,000 from the budget for 'Repairs Day to Day CO2 detectors' to 'Cyclical Servicing Gas' as detailed in paragraph 22 of the report.

[CORPORATE OVERVIEW AND SCRUTINY COMMITTEE]

[Reason: The report provides details of the income and expenditure position compared with the budget and reassures the Executive that at this stage of the year, the general fund position is sound and the HRA positive.]

8. **WAVERLEY CORE STRATEGY – SUBMISSION**

The Executive agreed to RECOMMEND to the COUNCIL that the Core Strategy be submitted for Examination together with the schedule of proposed modifications.

[This item is recommended to the Extraordinary Council Meeting on 22 January for decision and is not subject to the call-in procedure].

[Reason: to enable the Core Strategy to be submitted for examination]

9. THE SCOPE OF THE DEVELOPMENT MANAGEMENT AND SITE ALLOCATIONS DEVELOPMENT PLAN DOCUMENT

The Executive agreed the scope of the Development Management and Site Allocations DPD as set out in Annexe 2 of the report.

[COMMUNITY OVERVIEW AND SCRUTINY COMMITTEE]

[Reason: to enable work to commence on preparing the Development Management and Site Allocations Development Plan Document so that it meets the timetable for adoption by July 2015].

10. WEYBOURNE ROAD ALLOTMENTS – PROPOSAL TO INCREASE CHARGES

The Executive agreed that

1. a one-off increase be made to the allotment charges for the Weybourne Road Allotment Site with effect from 1 April 2013 to align with those of Farnham Town Council; and
2. officers be authorised to inform allotment holders of the increase in charge prior to the increase being implemented.

[CORPORATE OVERVIEW AND SCRUTINY COMMITTEE]

[Reason: to align the charges with Farnham Town Council and aid the future transfer of allotment management].

11. TOWN TEAM PARTNERS – DETAILED PLANS

The Executive agreed to

1. approve the Cranleigh and Godalming detailed spending plans;
2. authorise officers to support and monitor the towns' projects as they put their plans into action; and
3. ask officers to report to the February meeting of the Executive with the detailed plans for Farnham once the Farnham Town Team has been launched.

[COMMUNITY OVERVIEW AND SCRUTINY COMMITTEE]

[Reason: to comply with the Council's role as accountable body for the Town Team funding].

12. LEISURE DEVELOPMENT PLAN 2012-15

The Executive endorsed the Leisure Development Plan 2012-15.

[This matter has already been considered by the Community Overview and Scrutiny Committee but could be called-in]

[Reason: to agree how the Leisure Services team will take forward the service over the next four years and maximise the legacy of the 2012 Olympics]

13. TRANSFER OF ELLENS GREEN PUMPING STATION TO THAMES WATER

The Executive agreed that authorisation be given for Waverley to enter into a Deed of Rectification to transfer the pumping station at Ellens Green to Thames Water Utilities Limited, each party to bear its own costs.

[CORPORATE OVERVIEW AND SCRUTINY COMMITTEE]

[Reason: As a housekeeping item because statutory duties relating to pumping stations are the responsibility of the water authority]

14. NEW LEASE TO CRANLEIGH CRICKET CLUB, CRANLEIGH COMMON, CRANLEIGH

The Executive agreed that:

1. Waverley grants a lease of the land shown outlined on the plan annexed to Cranleigh Cricket Club for 50 years on terms and conditions set out in the (Exempt) Annexe, other terms and conditions to be agreed by the Estates and Valuation Manager; and
2. the rent-related grant proposed in the (Exempt) Annexe be agreed.

[CORPORATE OVERVIEW AND SCRUTINY COMMITTEE]

[Reason: to grant a new lease following the expiry of the existing lease].

15. CALENDAR OF MEETINGS 2013/14

The Executive agreed the Calendar of Meetings for 2013/14.

16. CHIEF EXECUTIVE'S ACTIONS

The Executive noted the action taken by the Chief Executive relating to the lift at Rolston House, Haslemere after consultation with the Chairman and Vice-Chairman since the last meeting.

The following matters were included in (Exempt) on the agenda and discussed in (Exempt) session. The report remains exempt.

18. BRIGHTWELLS DEVELOPMENT, FARNHAM

19. SURRENDER OF LEASE

20. HOUSING DELIVERY BOARD ITEM – SALE OF PROPERTY

**For further information or assistance, please telephone Robin Pellow,
Head of Democratic and Legal Services, on 01483 523222.**

[Http://emperor2/sites/democratic/Executive/BULLETIN/8 January 13.doc](http://emperor2/sites/democratic/Executive/BULLETIN/8%20January%2013.doc)