

## Waverley Borough Council Key Decisions Forward Programme

This Forward Programme sets out the key decisions which the Executive expects to take during the next four month period.

A key decision is a decision to be taken by the Executive which (1) is likely to result in the local authority incurring expenditure or making savings of above £20,000 and/or (2) is significant in terms of its effects on communities living or working in an area comprising two or more wards.

The Members of the Executive are:

<b>Executive Portfolio Holder</b>	<b>Areas of Responsibility</b>
Cllr Robert Knowles (Leader of the Council)	Corporate Strategy
Cllr Mike Band (Deputy Leader)	Finance, Property and HR
Cllr Brian Adams	Waste and Recycling, Environmental Health and Community Grants
Cllr Carole King	Car Parks, Community Safety and Older People
Cllr Bryn Morgan	Planning and Climate Change
Cllr Stephen O'Grady	IT, Parks and Countryside, Playgrounds
Cllr Julia Potts	Leisure, Culture and Young People
Cllr Stefan Reynolds	Communications and Customer Services
Cllr Adam Taylor-Smith	Major Projects and Economic Development
Cllr Keith Webster	Housing

The agenda for each Executive meeting will be published at least 5 working days before the meeting and will be available for inspection at the Council Offices and on the Council's Website ([www.waverley.gov.uk](http://www.waverley.gov.uk)).

Whilst the majority of the Executive's business at the meetings listed in this Plan will be open to the public and press, there will inevitably be some business to be considered which contains confidential, commercially sensitive or personal information which will be discussed in exempt session, i.e. with the press and public excluded. These matters are most commonly human resource decisions relating to individuals such as requests for early or flexible retirements and property matters relating to individual transactions.

This is formal notice under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 that part of any of the Executive meetings listed below may be held in private because the agenda and reports or annexes for that meeting contain exempt information under Part 1 of Schedule 12A to the Local Government Act 1972 (as amended), and that the public interest in withholding the information outweighs the public interest in disclosing it. Where this applies, the letter [E] will appear after the name of the topic, along with an indication of which exempt paragraph(s) applies, most commonly:

[E1 – Information relating to any individual; E2 – Information which is likely to reveal the identity of an individual; E3 – Information relating to the financial or business affairs of any particular person (including the authority holding that information); E5 Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings; E7 – Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime].

Please direct any enquiries about the Forward Programme to the Democratic Services Manager, Emma McQuillan, at the Council Offices on 01483 523351 or email [committees@waverley.gov.uk](mailto:committees@waverley.gov.uk).

## Waverley Borough Council Executive Forward Programme for the period 6 March – 4 June 2013

EXECUTIVE MEETING	TOPIC	KEY DECISION	DECISION TAKER	CONSULTATION	(1) CONTACT OFFICER (2) EXECUTIVE PORTFOLIO HOLDER
9 April 2013	Housing Delivery Board [E3]	Potential to approve and adopt policies and make decisions to assist in the delivery of affordable homes in the Borough	Executive (and potentially Council)	Consultation with relevant partners and agencies	(1) Jane Abraham 01483 523096  (2) Cllr Mike Band <a href="mailto:mike.band@waverley.gov.uk">mike.band@waverley.gov.uk</a>  Cllr Keith Webster <a href="mailto:keith.webster@waverley.gov.uk">keith.webster@waverley.gov.uk</a>  Cllr Bryn Morgan <a href="mailto:bryn.morgan@waverley.gov.uk">bryn.morgan@waverley.gov.uk</a>
9 April 2013	Budget Management	Potential for seeking approval for budget adjustments	Executive (and possibly Council)	N/A	(1) Paul Wenham 01483 523397  (2) Cllr Mike Band <a href="mailto:mike.band@waverley.gov.uk">mike.band@waverley.gov.uk</a>
9 April 2013	Public Conveniences [E3]	To agree the way forward for the remaining public conveniences in the Borough	Executive	Consultation with relevant partners and agencies	(1) Rob Anderton 01483 523411  (2) Cllr Brian Adams <a href="mailto:brian.adams@waverley.gov.uk">brian.adams@waverley.gov.uk</a>

EXECUTIVE MEETING	TOPIC	KEY DECISION	DECISION TAKER	CONSULTATION	(1) CONTACT OFFICER (2) EXECUTIVE PORTFOLIO HOLDER
9 April 2013	Tenancy Policy	To agree the policy	Executive	Consultation with relevant partners and agencies	(1) Annalisa Howson 01483 523453  (2) Cllr Keith Webster <a href="mailto:keith.webster@waverley.gov.uk">keith.webster@waverley.gov.uk</a>
4 June 2013	Community Infrastructure Levy (CIL)	To agree a draft for consultation (following earlier preliminary draft)	Executive	Consultation with relevant partners and agencies	(1) Paul Falconer 01483 523417  (2) Cllr Bryn Morgan <a href="mailto:bryn.morgan@waverley.gov.uk">bryn.morgan@waverley.gov.uk</a>
4 June 2013	Housing Delivery Board [E3]	Potential to approve and adopt policies and make decisions to assist in the delivery of affordable homes in the Borough	Executive (and potentially Council)	Consultation with relevant partners and agencies	(1) Jane Abraham 01483 523096  (2) Cllr Mike Band <a href="mailto:mike.band@waverley.gov.uk">mike.band@waverley.gov.uk</a>  Cllr Keith Webster <a href="mailto:keith.webster@waverley.gov.uk">keith.webster@waverley.gov.uk</a>  Cllr Bryn Morgan <a href="mailto:bryn.morgan@waverley.gov.uk">bryn.morgan@waverley.gov.uk</a>
4 June 2013	Budget Management and Outturn Report for 2012/13	Potential for seeking approval for budget adjustments	Executive (and possibly Council)	N/A	(1) Paul Wenham 01483 523397  (2) Cllr Mike Band <a href="mailto:mike.band@waverley.gov.uk">mike.band@waverley.gov.uk</a>
4 June 2013	Homelessness Strategy	To agree a strategy	Executive and Council	Consultation with relevant partners and agencies	(1) Mike Rivers 01483 523013  (2) Cllr Keith Webster <a href="mailto:keith.webster@waverley.gov.uk">keith.webster@waverley.gov.uk</a>

EXECUTIVE MEETING	TOPIC	KEY DECISION	DECISION TAKER	CONSULTATION	(1) CONTACT OFFICER (2) EXECUTIVE PORTFOLIO HOLDER
4 June 2013	Garden Waste Service Redesign [E3]	To agree a new approach to carrying out garden waste collections	Executive and Council	Consultation with Community Overview and Scrutiny Committee and Citizens' Panel	(1) Rob Anderton 01483 523411  (2) Cllr Brian Adams <a href="mailto:brian.adams@waverley.gov.uk">brian.adams@waverley.gov.uk</a>
4 June 2013	Surrey Waste Partnership – Update on Key Projects	To agree to the Council's continued involvement in key SWP projects, including joint contracting and joint selling of commingled materials	Executive	Consultation with relevant partners	(1) Rob Anderton 01483 523411  (2) Cllr Brian Adams <a href="mailto:brian.adams@waverley.gov.uk">brian.adams@waverley.gov.uk</a>
2 July 2013	Review of Particular Polling Places	To report the findings of the review and agree any changes to be made to particular polling places	Executive and Council	Consultation with relevant partners	(1) Tracey Stanbridge 01483 523413  (2) Cllr Robert Knowles <a href="mailto:robert.knowles@waverley.gov.uk">robert.knowles@waverley.gov.uk</a>
2 July 2013	Local Governance Review - Rowledge	To outline the findings of the first consultation period in respect of the Local Governance Review.	Executive (and possibly Council)	Consultation with relevant partners	(1) Tracey Stanbridge 01483 523413  (2) Cllr Robert Knowles <a href="mailto:robert.knowles@waverley.gov.uk">robert.knowles@waverley.gov.uk</a>
2 July 2013	Air Quality Annual Progress Report	To receive the annual progress report	Executive	Consultation with Community Overview and Scrutiny Committee	(1) Rob Anderton 01483 523411  (2) Cllr Bryn Morgan <a href="mailto:bryn.morgan@waverley.gov.uk">bryn.morgan@waverley.gov.uk</a>
2 July 2013	Budget Management	Potential for seeking approval for budget adjustments	Executive (and possibly Council)	N/A	(1) Paul Wenham 01483 523397  (2) Cllr Mike Band <a href="mailto:mike.band@waverley.gov.uk">mike.band@waverley.gov.uk</a>

EXECUTIVE MEETING	TOPIC	KEY DECISION	DECISION TAKER	CONSULTATION	(1) CONTACT OFFICER (2) EXECUTIVE PORTFOLIO HOLDER
2 July 2013	Housing Delivery Board [E3]	Potential to approve and adopt policies and make decisions to assist in the delivery of affordable homes in the Borough	Executive (and potentially Council)	Consultation with relevant partners and agencies	(1) Jane Abraham 01483 523096  (2) Cllr Mike Band <a href="mailto:mike.band@waverley.gov.uk">mike.band@waverley.gov.uk</a>  Cllr Keith Webster <a href="mailto:keith.webster@waverley.gov.uk">keith.webster@waverley.gov.uk</a>  Cllr Bryn Morgan <a href="mailto:bryn.morgan@waverley.gov.uk">bryn.morgan@waverley.gov.uk</a>
4 September 2013	Parking Services Contract – Contract Award [E3]	To agree the preferred bidder and formally award the contract for Parking Services	Executive	Consultation with relevant partners	(1) Rob Anderton 01483 523411  (2) Cllr Carole King <a href="mailto:carole.king@waverley.gov.uk">carole.king@waverley.gov.uk</a>
4 September 2013	Parking Services – review of cashless payment options	To agree the preferred option for the introduction of cashless payment systems in the council's car parks	Executive and Council	Consultation with the Citizens' Panel	(1) Rob Anderton 01483 523411  (2) Cllr Carole King <a href="mailto:carole.king@waverley.gov.uk">carole.king@waverley.gov.uk</a>
4 September 2013	Budget Management	Potential for seeking approval for budget adjustments	Executive (and possibly Council)	N/A	(1) Paul Wenham 01483 523397  (2) Cllr Mike Band <a href="mailto:mike.band@waverley.gov.uk">mike.band@waverley.gov.uk</a>
4 September 2013	Housing Delivery Board [E3]	Potential to approve and adopt policies and make decisions to assist in the delivery of affordable homes in the Borough	Executive (and potentially Council)	Consultation with relevant partners and agencies	(1) Jane Abraham 01483 523096  (2) Cllr Mike Band <a href="mailto:mike.band@waverley.gov.uk">mike.band@waverley.gov.uk</a>

EXECUTIVE MEETING	TOPIC	KEY DECISION	DECISION TAKER	CONSULTATION	(1) CONTACT OFFICER (2) EXECUTIVE PORTFOLIO HOLDER
					<p data-bbox="1637 292 2018 352">Cllr Keith Webster <a href="mailto:keith.webster@waverley.gov.uk">keith.webster@waverley.gov.uk</a></p> <p data-bbox="1637 384 2018 442">Cllr Bryn Morgan <a href="mailto:bryn.morgan@waverley.gov.uk">bryn.morgan@waverley.gov.uk</a></p>

**Notification of Executive Non-Key Decisions  
likely to be considered in (Exempt) Session**

This is formal notice under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 that part of any of the Executive meetings listed below may be held in private because the agenda and reports or annexes for that meeting contain exempt information under Part 1 of Schedule 12A to the Local Government Act 1972 (as amended), and that the public interest in withholding the information outweighs the public interest in disclosing it. This refers to decisions likely to be taken by the Executive which are not key decisions and for which 28 days notice needs to be given.

There will inevitably be some business to be considered which contains confidential, commercially sensitive or personal information which will be discussed in exempt session, i.e. with the press and public excluded. These matters are most commonly human resource decisions relating to individuals, such as requests for early or flexible retirements and property matters relating to individual transactions.