



Waverley Borough Council
Council Offices, The Burys,
Godalming, Surrey
GU7 1HR
www.waverley.gov.uk

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

When calling please ask for: Emma McQuillan
Democratic Services Manager
Democratic Services

Direct line: 01483 523351

Calls may be recorded for training or monitoring

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

Date: 22 February 2013

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, 5 MARCH 2013

TIME: 6.45 P.M.*

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

Yours sincerely

MARY ORTON

Chief Executive

*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 5 February 2013 (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. DECLARATION 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 Waverley Code of Local Government Conduct.

5. QUESTIONS

The Chairman to respond to the following question received from a member of the public for which notice has been given in accordance with Procedure Rule 10:-

Farnham Town Councillor Jeremy Ricketts

The House of Commons Environmental Audit Committee Report (2012) states "A public awareness campaign would be the most important tool in improving air quality". Farnham Town Council wishes to undertake such a campaign to give immediate, practical and obvious help to our people. For example, we would inform the 300 or so vulnerable people living in and around Farnham's hot spot area of the measures they can take to reduce their exposure to air pollution. This is essential since, according to the same report, the life expectancy of these vulnerable people can be reduced by up to 9 years.

Farnham people want urgent action to tackle air pollution and safeguard our vulnerable. We don't want any more traffic studies, modelling, meetings and platitudes that sound good but achieve nothing. With this in mind, would Waverley please either fund FTC air pollution awareness campaign or include it in your Air Pollution Action Plan?

6. EXECUTIVE FORWARD PROGRAMME [Page 9]

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

7. BUDGET MANAGEMENT REPORT JANUARY 2013 [Page 15]
[Portfolio Holder for Finance: Cllr Mike Band]
[Wards Affected: N/A]

The report at Appendix B provides details of the expenditure and income position at January 2013 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. **agrees to the addition of £2,000 for a contribution to Aarons Hill skatepark equipment to be met from savings identified within the overall General Fund Capital Programme; and**
2. **agrees the contribution of £10,000 to the Hoppa Community Transport Service for a new vehicle to be met from the Vehicle Replacement Fund within the Revenue Budget.**

8. TREASURY MANAGEMENT PERFORMANCE [Page 39]
[Portfolio Holder: 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.

Recommendation

It is recommended that the Executive notes the Treasury Management Performance for 2012/13 and endorses the approach to Treasury Management activity.

9. OUTSTANDING DEBTS WRITE-OFF FOR DECISION [Page 43]
[Portfolio Holder: Cllr Mike Band]
[Wards Affected: N/A]

The purpose of the report at Appendix D is to obtain approval for irrecoverable bad debts of more than a £7,500 individual value to be written off in accordance with the Council's Financial Regulations.

Recommendation

It is recommended that, under Financial Regulation D203, the Executive approve the debts put forward for write-off as listed in the (Exempt) Annexe to the report.

10. HOUSING REVENUE ACCOUNT 2013/14 DETAILED CAPITAL PROGRAMME [Page 45]

[Portfolio Holder: Cllr Keith Webster]
[Wards Affected: All]

The report at Appendix E seeks approval to carry forward £733,000 from the 2012/13 Capital Programme to the 2013/14 Capital Programme. It also shows in detail how the agreed Capital Programme and the carried forward programme will be spent.

Recommendation

The Executive is recommended to agree that £733,000 be carried forward from the 2012/13 Capital Programme to the 2013/14 Programme.

11. SMALL DEVELOPMENT SITES IN BINSCOMBE AND FARNCOMBE: APPROVAL TO SUBMIT PLANNING APPLICATIONS [Page 49]

[Portfolio Holder: Cllr Keith Webster]
[Wards Affected: Godalming Binscombe;
Godalming Farncombe and Catteshall Wards]

The purpose of this report, attached at Appendix F, is to seek approval for the submission of three planning applications for three sites in Binscombe and Farncombe, following initial community consultation.

Recommendation

The Executive is recommended to approve the submission of three planning applications for the sites at Badgers Close, Silo Drive and land at the corner of Warren Road and Perrior Road.

12. AVOIDANCE STRATEGY FOR THE THAMES BASIN HEATHS SPECIAL PROTECTION AREA – RELEASE OF ADDITIONAL SUITABLE ALTERNATIVE NATURAL GREENSPACE (SANG) AT FARNHAM PARK [Page 55]

[Portfolio Holder: Cllr Bryn Morgan]
[Wards Affected: Farnham Wards]

In December 2009, the Council adopted an Avoidance Strategy for the Thames Basin Heaths Special Protection Area (SPA). This included the identification of additional Suitable Alternative Natural Greenspace (SANG) in Farnham Park. The report at Appendix G seeks the release of the remaining SANG capacity in Farnham Park to ensure the continued delivery of much needed housing, including affordable housing, in Farnham. The Community Overview and Scrutiny Committee considered the report at its meeting on 28 January 2013 and its comments are included at the end of the report.

Recommendation

It is recommended that the Executive agrees to:

1. **release a further 6.9 ha of land at Farnham Park for SANG; and**

2. **authorise the Head of Planning Services, in consultation with the Planning Portfolio Holder, to make minor editorial changes to the Avoidance Strategy in the light of recommendation 1.**

13. PROPOSED LIST OF BUILDINGS OF TOWNSCAPE, LANDMARK OR HISTORIC MERIT IN CRANLEIGH [Page 63]

[Portfolio Holder: Cllr Bryn Morgan]

[Wards Affected: Cranleigh East, North and West]

The purpose of the report at Appendix H is to recommend that the proposed expanded List of Buildings of Townscape, Landmark or Local Historic Merit for Cranleigh be adopted by the Council. The list has been prepared by Cranleigh Parish Council with the support of Waverley Officers.

Recommendation

That the Executive recommends to the Council that the list of Buildings of Local Merit in Cranleigh be adopted.

14. TENANCY FRAUD POLICY [Page 75]

[Portfolio Holder: Cllr Keith Webster]

[Wards Affected: All]

The report at Appendix I presents the Tenancy Fraud Policy for approval. The policy states the Council's commitment to tackling Tenancy Fraud and formalises working practices in preventing and responding to tenancy fraud.

Recommendation

It is recommended that the Executive approve the Tenancy Fraud Policy and the submission to Communities and Local Government at Annexe 1 be endorsed.

15. SHELTERED HOUSING SCOOTER POLICY AND PROCEDURE [Page 85]

[Portfolio Holder: Cllr Keith Webster]

[Wards Affected: All]

The purpose of the report at Appendix J is to present the draft Scooter Policy for Sheltered Housing residents. The Policy has been created to formalise current practice and ensure that the Council and tenants have a safe, fair and reasonable policy and procedure for dealing with requests to store and charge mobility scooters.

Recommendation

It is recommended that the Sheltered Housing Scooter Policy and Procedure be approved.

16. AIR QUALITY – FARNHAM TRAFFIC MANAGEMENT AND LOW EMISSION FEASIBILITY STUDY REPORT [Page 91]

[Portfolio Holder: Cllr Bryn Morgan]
[Wards Affected: All]

The purpose of the report at Appendix K is to update the Executive on progress with the Council's Defra- (Department for Environment Food and Rural Affairs) funded Air Quality projects, to receive the final report for the (above) Farnham project and endorse its recommendations.

Recommendation

That the Executive:

1. **endorses the report *Farnham Traffic Management and Low Emission Feasibility Study*; and**
2. **supports the further air quality projects funded by Defra:**
 - a detailed modelling study of traffic circulation changes and diesel car use;
 - an economic and health impact assessment of the feasibility of this detailed modelling study; and
 - a Godalming traffic management and low emission feasibility study.

17. GREEN DEAL AND ECO (ENERGY COMPANY OBLIGATION) – OPTIONS FOR WAVERLEY [Page 139]

[Portfolio Holder: Cllr Bryn Morgan]
[Wards Affected: All]

The **Green Deal** will be the significant route through which residents can get financial assistance to improve the energy efficiency of their homes. The scheme enables private firms (Green Deal Providers) to offer consumers energy efficiency improvements at no upfront cost and recoup payments through a charge in instalments on their energy bills.

To complement the Green Deal, the government are also introducing the **Energy Company Obligation (ECO)** which is a commitment for the big six energy companies to invest £1.3 billion per year to help low income and vulnerable people that are not able to fund efficiency measures themselves.

It is proposed that Waverley signs up to the Surrey Green Deal scheme delivered by Action Surrey, which is a not for profit independent organisation that has Surrey residents at the core of their operation.

The purpose of this report, attached at Appendix L, is to gain permission to actively promote and support a Surrey Green Deal scheme in partnership with the other Surrey LA's. The scheme will offer Surrey residents an energy advice service and assistance to take advantage of available funding on energy efficiency. There is an associated cost of £3k per annum for the first three years that will make the scheme cost neutral by the end of year five.

Recommendation

It is recommended that:

1. **Option 2 is approved as the way of supporting Green Deal and ECO, at a cost of £3k per annum for three years**

2. The above cost is covered by the Personalisation and Prevention Partnership Fund to be awarded by Surrey County Council

18. 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.

19. 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).

20. PARKING SERVICES CONTRACT [Page 277]

To consider the report at (Exempt) Appendix M.

21. 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.**