

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

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Date: 25 October 2013

Membership of the Executive

Cllr Robert Knowles (Chairman)
Cllr Mike Band (Vice-Chairman)
Cllr Brian Adams
Cllr Carole King
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 NOVEMBER 2013

TIME: 6.45 P.M.*

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

Yours sincerely

ROBIN TAYLOR
Head of Democratic and Legal Services

*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 Meetings held on 1st and 15th October 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(s) received from members of the public for which notice has been given in accordance with Procedure Rule 10:

i. **Patrick Haveron from Godalming**

“What has been the cost of the Waverley Core Strategy process since 2007, including public consultations, meetings, questionnaires and external consultants”

6. **EXECUTIVE FORWARD PROGRAMME [Page 41]**

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

7. **BUDGET MANAGEMENT REPORT – SEPTEMBER 2013 [Page 45]**

[Portfolio Holder: Cllr Mike Band]

[Wards Affected: All]

This report, attached at Appendix B, provides a projection of the total expenditure and income position for the General Fund and the Housing Revenue Account for 2013-14 for September compared with the budget.

Recommendation

That the Executive:

- 1. Approves the use of £40,000 of the HRA Capital Programme to replace two leaking sewerage tanks with modern (Klargester) septic tanks; and**
- 2. Continues to monitor the Budget closely during the remainder of 2013-14.**

And, that the Executive recommends to Council that:

- 3. It approves to the revised scheduling of the Herons capital budget to reflect the updated expenditure profile of this scheme as set out in paragraph 8 including rescheduling of £2.15m from 2013-14 to 2014-15; and**
 - 4. It approves rescheduling of £500,000 of the HRA Capital Programme for Alterations to 2014-15, reflecting the latest position at Ockford Ridge.**
8. TREASURY MANAGEMENT PERFORMANCE AND MID-YEAR REVIEW OF THE 2013/14 STRATEGY [Page 67]
- [Portfolio Holder: Cllr Mike Band]
[Wards Affected: All]

The purpose of this report, attached at Appendix C, is to summarise Waverley's Treasury Management performance at the mid-year in accordance with Waverley's Treasury Management Policy and the Code of Practice on Treasury Management in Local Authorities and to review the performance of Waverley's current TM Strategy and make any necessary recommendations.

Recommendation

That the Executive:

- 1. notes the Treasury Management Performance for 2013/14 and the approach to Treasury Management activity, as set out in the current Treasury Management Strategy be endorsed; and,**
 - 2. asks officers to submit a report advising of any changes to the existing strategy and the likely result of those changes to a future meeting of the Executive.**
9. THE WAVERLEY BOROUGH LOCAL PLAN [Page -]
- [Portfolio Holder: Cllr Robert Knowles]
[Wards Affected: All]

Following the withdrawal of the Core Strategy from the Examination, this report, attached at Appendix D, sets out the broad programme for taking forward the development of the Local Plan for Waverley. The Executive is asked to endorse the timetable and the broad scope of the work as well as noting the completion of the updated evidence relating to housing need generally (the SHMA) and the specific needs of Gypsies, Travellers and Travelling Showpeople.

Recommendation

That the Executive:

1. **Endorses the scope of the new Local Plan and the new timetable; and**
2. **Notes the completion of the SHMA and the draft Traveller Accommodation Assessment.**

10. CONSULTATION FROM GUILDFORD BOROUGH COUNCIL ON THE LOCAL PLAN STRATEGY AND SITE ISSUES AND OPTIONS [Page 79]

[Portfolio Holder: Cllr Robert Knowles]

[Wards Affected: All]

Guildford Borough Council is consulting on issues and options for its new Local Plan. The purpose of this report, attached at Appendix E, is seek approval from the Executive to the proposed response to the consultation.

Recommendation

That the Executive agrees the response to the consultation from Guildford Borough Council as set out in Annexe 1 to this report.

11. GODALMING TOWN CENTRE CONSERVATION AREA APPRAISAL[Page 87]

[Portfolio Holder: Cllr Stefan Reynolds]

[Wards Affected: Godalming Central and Ockford]

The purpose of this report, attached at Appendix F, is to recommend that the Godalming Town Centre Conservation Area Appraisal (CAA) be adopted by the Council as a material consideration and used in the determination of any application for planning permission and listed building consent within the Conservation Area (CA).

Recommendation

That the Executive recommends to Council the approval of the Conservation Area Appraisal for Godalming Town Centre.

12. SURREY LOCAL FLOOD RISK MANAGEMENT STRATEGY [Page 133]

[Portfolio Holder: Cllr Stefan Reynolds]

[Wards Affected: All]

The purpose of this report, attached at Appendix G, is to review the ambitions of the Local Flood Risk Strategy and principle of multi-agency joint working. Surrey County Council has a duty to produce a Local Flood Risk Management Strategy. While it is primarily for the County Council to implement, other partners (including District Councils) have a role to play in effective and coordinated flood risk management. The Surrey Chief Executives have requested that other partners support the ambitions of the Strategy and the benefits of multi agency joint working.

Recommendation

That the Executive:

- 1. Endorses the ambitions of the draft Surrey Local Flood Risk Management Strategy; and**
- 2. Requests Surrey County Council to recognise the flood risk associated with new development and the need for a multi agency approach to addressing it when taking the Strategy forward.**

13. HOUSES IN MULTIPLE OCCUPATION STANDARDS [Page 137]
[Portfolio Holder: Cllr Keith Webster]
[Wards Affected: All]

The purpose of this report, attached at Appendix H, is to introduce a new set of standards for Houses in Multiple Occupation (HMOs) for regulation of living conditions in these properties.

Corporate Overview and Scrutiny Committee considered this report at its meeting on 23rd September and endorsed the proposed standards.

Recommendation

That the Executive endorses the proposed standards for Houses in Multiple Occupation set out in Annexe 1.

14. STATION LANE AND CHESTNUT AVENUE CAR PARKS – 12 MONTH REVIEW [Page 153]
[Portfolio Holder: Cllr Carole King]
[Wards Affected: All]

At its meeting of 2 October 2012 the Executive received a report in which the outstanding items from the Council's 2011 Car Park Review were considered.

At that meeting it was agreed:

- i. That in respect of the car park at Station Lane, Milford, Waverley should write to the County Council to seek a review of the traffic regulation orders (waiting restrictions on the roads) in the centre of Milford, including Ockfields and Church Road.
- ii. That a further review of the use of both Station lane and Chestnut Avenue car parks should be carried out in twelve months time.

The purpose of this report, attached at Appendix I, is to set out the outcome of these two actions.

Recommendation

That the Executive agrees:

- 1. That a charge continues to be applied for the use of Station Lane car park between the hours of 8am and 7pm and that these remain unchanged for the coming financial year; and**
- 2. The charging period and schedule of fees At Chestnut Avenue Car Park remain unaltered until at least April 2015.**

15. DEVELOPMENT OF NINE HOMES IN FARNCOMBE [Page 163]

The Council has secured planning permission for nine affordable homes on three small sites at Badgers Close, Silo Drive and land on the corner of Warren and Perrior Road. The purpose of this report, attached at Appendix J, is to seek approval for funding from the New Affordable Homes Reserve in 2013/14 and 2014/15 for this development.

Recommendation

That the Executive recommends to Council:

1. **Approval for the allocation of £1.27million from the New Affordable Homes Reserve (phased £140,000 in 2013/14 and £1,130,000 in 2014/15) for the developments at Badgers Close, Silo Drive and land at the corner of Warren and Perrior Road; and**
2. **The appointment of a development consultant and a build contractor in accordance with the Council's Contract Procedure Rules to deliver nine new affordable homes within the agreed budget.**

16. DEPUTY CHIEF EXECUTIVE'S ACTIONS

To note the following action taken by the Deputy 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

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 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 as appropriate at the meeting).

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 Ema Dearsley,
Democratic Services Officer, on 01483 523224.**