

Waverley Borough Council Key Decisions and Forward Programme

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

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:

Executive Portfolio Holder	Areas of Responsibility	Most Likely O and S Committee
Cllr Robert Knowles (Leader of the Council)	Policy and Governance, Strategic HR	Corporate/Community
Cllr Mike Band (Deputy Leader)	Finance and Property	Corporate
Cllr Brian Adams	Planning	Community
Cllr Carole King	Housing Operations, Community Safety, Grants, Older People, Health and Wellbeing	Corporate/Community
Cllr Tom Martin	IT and Customer Services	Corporate
Cllr Donal O'Neill	Environment	Community
Cllr Julia Potts	Community	Community
Cllr Stefan Reynolds	Member Support and Communications	Corporate/Community
Cllr Adam Taylor-Smith	Major Projects and East Street	Corporate
Cllr Keith Webster	Housing Strategy	Corporate

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).

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. These may relate to key and non-key decisions. If they are not key decisions, 28 days notice of the likely intention to consider the item in exempt needs to be given.

EXECUTIVE MEETING	TOPIC	DECISION	DECISION TAKER	KEY	CONSULTATION	(1) CONTACT OFFICER (2) EXECUTIVE PORTFOLIO HOLDER	
1 April 2014	Procurement of asbestos Management Consultancy Services	Appointment of a contractor to undertake asbestos surveys in our homes and other council owned homes	Executive (and possibly Council)	√	Tenants Panel	(1) Hugh Wagstaff 01483 523363 (2) Cllr Mike Band mike.band@waverley.gov.uk	CORPORATE
1 April 2014	Brightwells Gostrey Centre	Potentially asking for permission re:contractors	Executive and Council	√	Consultation with relevant partners and agencies	(1) Kelvin Mills 01483 523432 (2) Cllr Carole King carole.king@waverley.gov.uk	COMMUNITY
1 April 2014	Haslemere Conservation Area Appraisal	To adopt the CAA as a material planning consideration	Executive and Council		Full public consultation including key stakeholders	(1) Colin Bannon 01483 523525 (2) Cllr Brian Adams brian.adams@waverley.gov.uk	COMMUNITY
1 April 2014	PR and Communications Strategy	To adopt a communications and PR strategy to take Waverley forward	Executive and Council	√	Consultation with staff , key stakeholders and Corporate Overview and Scrutiny Committee	(1) Melinda Brown 01483 523204 (2) Cllr Stefan Reynolds stefan.reynolds@waverley.gov.uk	CORPORATE
1 April 2014	Budget Management	Potential for seeking approval for budget variations	Executive (and possibly Council)	√	N/A	(1) Graeme Clark 01483 523099 (2) Cllr Mike Band mike.band@waverley.gov.uk	CORPORATE
Summer 2014	Age Concern Farncombe	To agree new lease arrangements	Executive		Full public consultation including key stakeholders	(1) Kelvin Mills 01483 523432 (2) Cllr Mike Band mike.band@waverley.gov.uk	CORPORATE

EXECUTIVE MEETING	TOPIC	DECISION	DECISION TAKER	KEY	CONSULTATION	(1) CONTACT OFFICER (2) EXECUTIVE PORTFOLIO HOLDER	
Autumn 2014	Review of Sheltered Housing	Agree the recommendations coming out of the Review which may include to changes to service delivery and budgets	Executive (and possibly Council)	√	all residents in sheltered housing, tenants panels, members with sheltered housing in their wards, external agencies.	(1) Hugh Wagstaff 01483 523363 (2) Cllr Carole King carole.king@waverley.gov.uk	CORPORATE