



**Waverley Borough Council**  
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To: All Councillors

When calling please ask for:  
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Calls may be recorded for training or monitoring  
Date: 13 July 2016

Dear Councillor

A Meeting of the EXECUTIVE was held on Tuesday, 12 July 2016. 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, 20 JULY 2016**. Members must notify Robin Taylor, Head of Policy and Governance, 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.

Members should contact their Chairman or Vice-Chairman before calling any items in.

Yours sincerely

ROBIN TAYLOR

Head of Policy and Governance

## **NOTE FOR MEMBERS**

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

### **AGENDA**

5. **EXECUTIVE FORWARD PROGRAMME**

The Executive Forward Programme was approved.

6. **BUDGET MANAGEMENT REPORT**

The Executive has noted the report and

1. approved the use of the Repairs and Renewals fund in the first instance to fund the cost of £25,000 for new waste bins as detailed in paragraph 6 of the report;
2. allocated £40,000 from the General Fund urgent schemes budget for Development Consultancy budget, see para 13 of the report;
3. approved a virement of £44,000 within the HRA New Build Budget, from the Bridge Road, Haslemere scheme to the Ladymead and Hullmead scheme, see paragraph 22 of the report; and
4. approved the allocation of up to £200,000 from the HRA New Build Budget for Ockford Ridge to bring forward demolition and site assembly works on Site D.

#### **[CORPORATE OVERVIEW AND SCRUTINY COMMITTEE]**

The Executive also RECOMMENDS to the COUNCIL that

5. the virement of £439,000 for urgent boiler works, as detailed in paragraph 18 of the report, be approved.

**[This item is recommended to the Council for decision and is not subject to the call-in procedure]**

*[Reason: to provide a review against the budget for the General Fund and Housing Revenue Account]*

7. **TREASURY MANAGEMENT ACTIVITY 2015/16**

The Executive has noted and endorsed the investment activity and performance in 2015/16.

#### **[CORPORATE OVERVIEW AND SCRUTINY COMMITTEE]**

*[Reason: to summarise Waverley's Treasury Management activities during 2015/16]*

8. WAVERLEY BOROUGH LOCAL PLAN PART I: STRATEGIC POLICIES AND SITES

The Executive has agreed to RECOMMEND to the COUNCIL that:-

1. the Local Plan Part 1 be approved for Publication;
2. the revised Local Development Scheme at Annexe 3 be approved; and
3. the Head of Planning Services, in consultation with the Planning Portfolio Holder, be authorised to make any further minor amendments to the pre-submission Plan arising from the completion of supporting technical documents.

**[This item is recommended to the Council for decision and is not subject to the call-in procedure]**

*[Reason: to seek approval for the submission of the proposed version of the Local Plan Part I]*

9. THAMES BASIN HEATHS SPA AVOIDANCE STRATEGY

The Executive has agreed to RECOMMEND to the COUNCIL that the review of the Thames Basin Heaths SPA Avoidance Strategy be adopted.

**[This item is recommended to the Council for decision and is not subject to the call-in procedure]**

*[Reason: to consider the outcome of the consultation and recommend the strategy for adoption]*

10. MEMORIAL HALL REDEVELOPMENT

The Executive has agreed to RECOMMEND to the COUNCIL that:

1. following a comprehensive tender process, contractor A as specified in the (Exempt) Annexe, be appointed as the building contractor to carry out the Memorial Hall enhancement works;
2. the relocation of Waverley Training Services to the lower ground floor of the refurbished Memorial Hall site be agreed;
3. the disposal of the Pump House site be approved; and
4. additional funding of £724,000 be approved to allow the project to proceed – to be bridge financed from the revenue reserve fund, pending the capital receipt from the sale of the Pump House.

**[This item is recommended to the Council for decision and is not subject to the call-in procedure]**

*[Reason: to appoint a build contractor, agree a revised budget for the scheme and agree to the relocation of Waverley Training Services from the Pump House].*

11. IN-DEPTH REVIEW OF THE WAVERLEY MEALS ON WHEELS SERVICE - FINDINGS REPORT

The Executive has:

1. considered the findings of the in-depth review and provided feedback on the three options; and
2. approved the request for officers to enter into discussions with the Waverley Borough Council funded Day Centres and the Royal Voluntary Service about the development of a replacement fresh cooked meal service, prepared by some or all of the Day Centres, utilising the current group of volunteers for meals and social contact and funded from the Council's contribution of £30,000 plus any future contributions from Surrey County Council. The intention would be to have the new service in place by 1 January 2017.

**[COMMUNITY OVERVIEW AND SCRUTINY COMMITTEE]**

*[Reason: to consider the outcome of the in-depth review into the meals on wheels service and agree the next steps]*

12. PERFORMANCE MANAGEMENT REPORT - QUARTER 4 2015/16 (JAN - MARCH 2016)

The Executive has examined the performance figures for quarter 4 as set out in Annexe 1 to the report and thanked the Overview and Scrutiny Committees for their review of the quarter 4 performance as detailed in the report.

**[This item has already been considered by Overview and Scrutiny and it would not be appropriate to call it in]**

*[Reason: to provide an analysis of the Council's performance in the fourth quarter]*

13. SERVICE PLANS - YEAR END OUTTURN REPORT FOR 2015/16

The Executive has considered and approved the 2015/16 Outturn Service Plan report.

**[This item has already been considered by Overview and Scrutiny and it would not be appropriate to call it in]**

*[Reason: to enable consideration of the year end outturn for each Service Plan]*

14. REPORT OF THE CONSTITUTION SIG

The Executive has agreed to RECOMMEND to the COUNCIL that

1. the Scheme of Delegation be amended so that any councillor within the remit of an Area Planning Committee can call-in a planning application for consideration at that Area Planning Committee, not just the ward councillor;
2. for the Joint Planning Committee, the Scheme of Delegation be amended to enable any councillor within the area of the planning application defined by the relevant Area Planning Committee to call-in an application; and
3. the relevant pages of the Constitution relating to Informal and Formal Questions be amended, as set out at Annexe 2.

**[This item is recommended to the Council for decision and is not subject to the call-in procedure]**

*[Reason: to report on the meeting of the Constitution SIG and make recommendations for change]*

15. OFFICER SUPPORT FOR OVERVIEW AND SCRUTINY - OPTIONS ANALYSIS

The Executive has agreed to RECOMMEND to the COUNCIL that:

1. the new post of 'Scrutiny Officer' be added to the Council's establishment as set out as option 3 within the report; and
2. a supplementary estimate to cover additional staffing costs in 2016/17 and growth proposals being put forward during the next budget round from 2017/18 onwards be agreed.

**[This item is recommended to the Council for decision and is not subject to the call-in procedure]**

*[Reason: to consider options for scrutiny staffing and support at Waverley]*

16. RECRUITMENT OF AN IT SUPPORT ANALYST

The Executive has agreed to RECOMMEND to the COUNCIL that approval be given to the establishment of an IT Support Analyst Role.

**[This item is recommended to the Council for decision and is not subject to the call-in procedure]**

*[Reason: to approve the recruitment of the post following reallocation of staffing budgets within the service]*

17. BADSHOT LEA RECREATION GROUND - APPROVAL TO SUBMIT PLANNING APPLICATION

The Executive has approved the request to submit a planning application for the erection of ball stop netting around Badshot Lea Recreation Ground, Farnham.

**[COMMUNITY OVERVIEW AND SCRUTINY COMMITTEE]**

*[Reason: to seek approval to submit a planning application]*

18. INTENTION TO APPROPRIATE LAND AT BOURNE RECREATION GROUND, FARNHAM

The Executive has agreed to RECOMMEND to the COUNCIL:

1. to formally resolve its "intention to appropriate" the relevant village green land at Bourne Recreation Ground (measuring under 209 square metres) as outlined on the accompanying Plan A to enable redevelopment of the Bourne Recreation pavilion; and
2. to advertise its intention to appropriate land as required by law in a local newspaper for 2 consecutive weeks and consider any objections received in relation to the proposed appropriation of land.

**[This item is recommended to the Council for decision and is not subject to the call-in procedure]**

*[Reason: to progress appropriation of the land to enable the pavilion to be redeveloped]*

19. PROPERTY MATTER - FARNHAM TOWN FOOTBALL CLUB

The Executive has agreed that Farnham Town Football Club be permitted to surrender their existing lease and be granted a new lease, on terms and conditions set out in the (Exempt) Annexe, with other terms and conditions to be negotiated by the Estates and Valuation Manager.

**[CORPORATE OVERVIEW AND SCRUTINY COMMITTEE]**

*[Reason: to consider the property lease issue]*

**For further information or assistance, please telephone Emma McQuillan,  
Democratic Services Manager, on 01483 523351**