

To: All Members of the EXECUTIVE

When calling please ask for:

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Manager

**Policy and Governance**

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Calls may be recorded for training or monitoring

Date: 26 May 2017

**Membership of the Executive**

Cllr Julia Potts (Chairman)  
Cllr Tom Martin (Vice Chairman)  
Cllr Brian Adams  
Cllr Andrew Bolton  
Cllr Kevin Deanus

Cllr Jim Edwards  
Cllr Jenny Else  
Cllr Ged Hall  
Cllr Carole King  
Cllr Chris Storey

Dear Councillors

A meeting of the EXECUTIVE will be held as follows:

DATE: TUESDAY, 6 JUNE 2017

TIME: **6.00 PM**

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

The Agenda for the Meeting is set out below.

Yours sincerely

ROBIN TAYLOR  
Head of Policy and Governance

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## **NOTES 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. **MINUTES**

To confirm the Minutes of the Meeting held on 4 April 2017, to be laid on the table for half an hour before the meeting.

2. **APOLOGIES FOR ABSENCE**

To receive apologies for absence.

3. **DECLARATIONS 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.

4. **QUESTIONS FROM MEMBERS OF THE PUBLIC**

To respond to any questions received from members of the public for which notice has been given in accordance with Procedure Rule 10.

The deadline for receipt of questions is 5pm on Tuesday 30 May 2017.

5. **FORWARD PROGRAMME - JUNE 2017** (Pages 7 - 12)

To receive the forward programme of decisions for Waverley Borough Council, as attached.

6. **LOCAL PLAN PART II - ISSUES AND OPTIONS** (Pages 13 - 108)

The report provides the context for the attached draft Issues and Options Consultation paper. It sets out the background and progress to date of Local Plan Part 2, describes the main issues pertinent to this stage of the Plan's development, and requests that the Executive approves the document for Consultation.

### Recommendation

**It is recommended that the Executive approves the Local Plan Part 2 Issues and Options document for consultation.**

7. COMMUNITY INFRASTRUCTURE LEVY (CIL): PRELIMINARY DRAFT CHARGING SCHEDULE (Pages 109 - 142)

[Portfolio Holder: Councillor Brian Adams]

[Wards Affected: All Waverley Wards]

The purpose of the report is to seek approval from the Executive to consult on the proposed Community Infrastructure Levy (CIL) Preliminary Draft Charging Schedule (PDCS). This sets out the Council's approach to collecting developer contributions towards infrastructure. This matter has previously been considered by the Corporate Overview and Scrutiny Committee on 20 March 2017 and the Environment Overview and Scrutiny Committee on 22 May 2017.

### Recommendation

**It is recommended that the Executive approves the Preliminary Draft Charging Schedule, attached as Annexe 1, for consultation.**

8. 2016 AIR QUALITY ANNUAL STATUS REPORT (Pages 143 - 196)

The report updates Members on the progress of implementing the Local Air Quality Management (LAQM) regime, a statutory function aimed at requiring local authorities to review and assess air quality in their areas.

It presents the 2016 Air Quality Annual Status Report for Waverley Borough Council (attached at Annexe 1). This fulfils the Council's commitment to the continuing Local Air Quality Management (LAQM) process. It provides an annual update of recent air quality issues in Waverley, including an update on air quality in the Borough, obtained from its monitoring results during 2015.

The Annual Status Report indicates that in general there was an overall improvement in the measured NO<sub>2</sub> concentrations across the borough, including within the two AQMAs. There were no measured exceedances of the short term NO<sub>2</sub> objective or the annual mean or 24-hour PM<sub>10</sub> objective at the automatic monitoring sites.

The report also presents the proposed draft terms of reference and proposed membership of the Air Quality Steering Group, attached as Annexe 3. The principle of establishing an Air Quality Steering Group was agreed by the Executive on 4 April 2017. This group will help ensure that Waverley is able to continue to work with Surrey County Council and other groups and agencies to support the work on developing solutions to the air quality issues identified by monitoring and assessment work that has been carried out by Waverley Borough Council.

Recommendation

**It is recommended that members receive the 2016 Annual Status Report (ASR) (Annexe 1) for Waverley Borough Council and agree the terms of reference and membership for the Air Quality Steering Group or make any necessary revisions.**

9. DUNSFOLD AERODROME - PROPOSED CONSERVATION AREA  
[Portfolio Holder: Councillor Brian Adams]  
[Wards Affected: Alfold Cranleigh Rural and Ellens Green; Chiddingfold and Dunsfold]

To consider the report – To Follow.

10. SCHEME OF DELEGATION REVIEW AND REVISIONS TO THE CONSTITUTION (Pages 197 - 238)  
[Portfolio Holder: Councillor Julia Potts]  
[Wards Affected: All Waverley Wards]

The purpose of the report is to consider revisions to the Scheme of Delegation to officers and to agree amended wording to the constitution which relates to the decision taken by the Council in 2014 to appoint substitutes to the Joint Planning Committee.

Recommendation

**It is recommended to the Council that:**

1. **the revised Scheme of Delegation, as attached as Annexe 1, be approved and adopted; and**
2. **the amendments to the Constitution, to reflect the Council decision regarding the appointment of substitutes to the Joint Planning Committee, as set out at Annexe 2, be agreed.**

11. APPOINTMENT TO EMPLOYERS' NEGOTIATING TEAM 2017/2018

To appoint the Members of the Employer's Negotiating Team whose role is to conduct negotiations with the staff through the Waverley Joint Negotiating Committee for Pay and Conditions and all matters concerning local pay and conditions of service. The meetings of the Joint Negotiating Committee are usually held in November/December each year. The Employer's Negotiating Team comprises 6 councillors and the proposed membership is as follows:-

Cllr Julia Potts (Leader)	Cllr Tom Martin (Deputy Leader)
Cllr Jim Edwards	Cllr Patricia Ellis
Cllr Pat Frost	Cllr Peter Isherwood

Recommendation

**It is recommended that the appointments to the Employers' Negotiating Team for 2017/2018 be agreed.**

12. APPOINTMENTS TO SURREY COUNTY COUNCIL LOCAL COMMITTEE TASK GROUPS 2017/2018

The County Council has requested that Waverley nominates to a number of Task/Sub-Groups of the Waverley Local Committee and the proposed membership of each is as follows:-

Farnham Task Group (3 members)  
Cllrs Pat Frost , Stephen Hill and Chris Storey

Godalming, Milford and Witley Task Group (2 members)  
Cllrs Simon Thornton and Denis Leigh

Haslemere and Western Villages Task Group (2 members)  
Cllrs Brian Adams and Stephen Mulliner

Cranleigh and Eastern Villages Task Group (2 members)  
Cllrs Simon Inchbald and Mary Foryszewski

Youth Task Group (2 members)  
Cllrs Kevin Deanus and Jeanette Stennett

Recommendation

**It is recommended that the nominations to the Waverley Local Committee Task Groups for 2017/2018 be agreed.**

13. APPOINTMENTS TO OUTSIDE BODIES 2017-2019 (Pages 239 - 242)

Appointments to outside bodies are made on a two-yearly basis and appointments were made in 2015 for the period 2015-2017, amended in 2016/2017 to reflect changes to the Executive. The proposed list of appointments for 2017-2019 is attached.

Recommendation

**It is recommended that the appointments to those outside bodies attached, be agreed for the period 2017-2019.**

14. EXECUTIVE DIRECTOR'S ACTIONS

To note any required urgent action taken by the Executive Director 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.

15. 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 at the meeting in the revised Part 1 of Schedule 12A to the Local Government Act 1972.

16. PROPERTY MATTER A (Pages 243 - 250)

To consider the (Exempt) report on this matter, as attached.

17. PROPERTY MATTER B

To consider the (Exempt) report on this matter – To Follow.

18. STAFFING MATTER (Pages 251 - 254)

To consider the (Exempt) report on this matter, as attached.

19. 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  
Emma McQuillan, Democratic Services Manager, on 01483 523351 or  
by email at [emma.mcquillan@waverley.gov.uk](mailto:emma.mcquillan@waverley.gov.uk)**