

To: All Councillors

When calling please ask for:

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Calls may be recorded for training or monitoring

Date: 7 January 2015

Dear Councillor

A Meeting of the EXECUTIVE was held on Tuesday, 6 January 2015. 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, 14 JANUARY 2015**. 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 agreed to adopt the forward programme of key decisions for Waverley Borough Council, subject to the deletion of Superfast Broadband from the IT and Customer Services Portfolio.

6. **MOTION FROM COUNCIL MEETING**

The Executive agreed to instruct officers to carry out detailed research with the Highways Authority and other partners and to report back when complete.

[COMMUNITY OVERVIEW AND SCRUTINY COMMITTEE]

7. **PETITION**

The Executive received a petition expressing concern about the closure and maintenance of the public toilets in Broadwater Park, Godalming and agreed to send the following response to the petitioner:-

“The matter was discussed at the Executive on 2 December and a decision taken by the Council meeting on 9 December 2014 to refurbish the toilets at Broadwater Park and for them to be maintained by an external contractor. There was never any intention to close the facilities and thank you for submitting the petition.”

[It would not be appropriate to call in this item]

8. **BUDGET MANAGEMENT REPORT**

The Executive noted the report and agreed to

1. the virement request from additional Planning Income to cover additional agricultural consultant's costs of £20,000 within Development Control appeals;
2. slippage of £500,000 for Sheltered Housing Lighting within the HRA Capital Programme from 2014/15 to 2015/16; and
3. the procurement of a transport study, as detailed in new paragraph 2.14, and a budget of up to £50,000 being vired from the general Local Plan consultancy budget.

[COMMUNITY/CORPORATE OVERVIEW AND SCRUTINY COMMITTEE]

[Reason: To provide an indication of the expenditure and income position for the 2014/15 budget compared with the approved budget for the General Fund and the Housing Revenue Account]

9. **BUDGET UPDATE 2015/2016**

The Executive agreed to

1. endorse the approach taken to the budget preparation for 2015/2016; and
2. ask the Overview and Scrutiny Committees to consider the detailed budget proposals within their remit at their January meetings and to make any observations to the Executive.

[The Community and Corporate Overview and Scrutiny Committees will be considering the draft budget at their January meetings]

[Reason: to outline the latest position on the 2015/2016 budget]

10. **BRIGHTWELLS GOSTREY CENTRE - RESULTS OF FEASIBILITY STUDY FOR MOVING SERVICES TO A REDEVELOPED MEMORIAL HALL**

The Executive agreed to

1. give authority to officers to submit a planning application for the refurbishment and extension of the Memorial Hall in Farnham in line with the designs identified at Annexe 1 to the agenda report; and
2. the provision of up to £40,000 in the 2014/15 capital programme funded from the emergency schemes budget to take the proposed project to the planning stage and, subject to Council approval of the overall scheme, to progress to the tender stage for the construction of this new facility with the necessary consultancy support.

[COMMUNITY OVERVIEW AND SCRUTINY COMMITTEE]

[Reason: to seek authority to submit a planning application and progress to the tender and build phases for this community facility]

11. **CONTAMINATED LAND: POTENTIAL OPTIONS FOR FORMER LANDFILL SITE, WEYDON LANE, FARNHAM**

The Executive agreed to

1. the short-term management plan for the site; and

2. a Special Interest Group (SIG) being established to assist the Portfolio Holder in reviewing the options and exploring alternative uses for the site in the longer term.

[This item has already been considered by the Corporate Overview and Scrutiny Committee but could be called-in]

[Reason: to consider a number of options available for the site and agree a way forward]

12. SHARED OWNERSHIP IN WAVERLEY

The Executive agreed the framework for prioritising shared ownership applications, which will come into effect immediately.

[This item has already been considered by the Corporate Overview and Scrutiny Committee but could be called-in]

[Reason: to consider and agree a revised priority list for the allocation of shared ownership properties]

13. SAFEGUARDING POLICIES - ADULTS AND CHILDREN

The Executive agreed

1. that the Corporate Overview and Scrutiny Committee receives an annual monitoring report on Safeguarding issues at Waverley; and
2. to RECOMMEND to the COUNCIL that the revised Safeguarding Policies for Adults and Children be adopted.

[This item is recommended to the Council for decision and is not subject to the Call-In Procedure]

[Reason: to review the updated policies and recommend them to the Council for adoption].

14. COMPLAINTS HANDLING IN WAVERLEY 2013/14

The Executive agreed that

1. there should be a 'stand alone' policy for dealing with unreasonably persistent complainants; and
2. the timescale for dealing with Level 2 and 3 complaints should be increased from 10 to 15 working days.

[This item has already been considered by the Corporate Overview and Scrutiny Committee but could be called-in]

[Reason: to respond to the review of the Council's policy on dealing with complaints]

15. COMPLAINTS ABOUT WAVERLEY'S SERVICES RECEIVED BY THE LOCAL GOVERNMENT OMBUDSMAN AND HOUSING OMBUDSMAN IN 2013/14

The Executive endorsed the information contained within the report.

[This item has already been considered by the Corporate Overview and Scrutiny Committee but could be called-in]

[Reason: to receive information about complaints made to the Local Government Ombudsman and Housing Ombudsman Service]

16. PROPERTY MATTERS

The Executive agreed that

1. an easement of access be granted over Waverley-owned common land in Cranleigh, as shown on the plan at Annexe 1, on the terms and conditions set out in (Exempt) Annexe 2, with other terms and conditions to be negotiated by the Estates and Valuation Manager; and
2. a surrender of the tenant's current lease of the premises at unit 17B Farnham Trading Estate, outlined in red on Annexe 3, be accepted and a new lease simultaneously completed for a term of years expiring in 2138, with the other terms and conditions as set out in (Exempt) Annexe 4.

[CORPORATE OVERVIEW AND SCRUTINY COMMITTEE]

[Reason: to consider a number of property-related issues in the Borough]

17. PERFORMANCE MANAGEMENT EXCEPTION REPORT - QUARTER 2 (JULY - SEPT) 2014/15

The Executive agreed to

1. note the performance figures for Quarter 2 2014/15 (July – September 2014) as set out at Annexe 1; and
2. thank the Overview & Scrutiny Committees for their observations regarding the Quarter 2 performance and agree their recommendations, as follows:-
 - a. for indicator NI 195 – levels of litter, detritus, graffiti and fly-posting, the target should be increased to 90%;

- b. for indicator LPL 3b – percentage of enforcement cases actioned within 12 weeks of receipt, the target should be increased to 80%; and
- c. for indicator LI8 – average annual rate of return on Council Investments above market rates, the target be revised in the 2015/16 Treasury Management Strategy to reflect performance against currently achievable levels of interest available on the market.

[Both Overview and Scrutiny Committees have already considered this item but it could be called-in]

[Reason: to consider the performance management information for Quarter 2 and make any changes as necessary]

18. EXECUTIVE DIRECTOR'S ACTIONS

The Executive noted the following action taken by the Executive Director after consultation with the Chairman and Vice-Chairman since its last meeting:-

i. Emergency works to replace water main

To authorise emergency works to replace the water main at the Council Offices in Godalming which was in need of replacement due to age and condition, at a cost of £9,500.

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