

To: All Councillors

When calling please ask for:

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Calls may be recorded for training or monitoring

Date: 1 April 2015

Dear Councillor

A Meeting of the EXECUTIVE was held on Tuesday, 31 March 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 FRIDAY, 10 APRIL 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 - APRIL 2015**

The Executive has agreed to adopt the forward programme for the period April 2015 onwards.

6. **STATION ROAD - BUDGET APPROVAL**

The Executive has agreed to RECOMMEND to the COUNCIL that approval be given to a virement of £227,000 from the general buy-back budget within the New Affordable Homes Capital Programme, to pay for the additional costs associated with the Station Road development, as set out in the report.

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

[Reason: to seek budget approval for abnormal costs to enable the development to progress]

7. **REVIEW OF CONTRACT PROCEDURE RULES AND FINANCIAL REGULATIONS**

The Executive has agreed to RECOMMEND to the COUNCIL that the revised Financial Regulations and Contract Procedure Rules be adopted.

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

[Reason: to review the documents in accordance with the Constitution and agree any revisions]

8. **AMENDMENTS TO SCHEME OF DELEGATION**

The Executive has agreed to RECOMMEND to the COUNCIL that the Scheme of Delegation be amended as follows:-

1. to delegate the designation of Neighbourhood Area applications that cover the whole of a Parish Council area to the Head of Planning, in consultation with the Portfolio Holder for Planning;
2. to insert the word 'withdraw' into existing Section 77(vi);
3. to insert "the screening assessment and" into paragraph 90, renumber paragraphs to add in 91A and add Head of Planning in

the second column; and

4. add the following authority, that the Head of Housing Operations be authorised to approve expenditure from specific Council-approved budgets up to £30,000 per property.

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

[Reason: to agree amendments to the Council's Scheme of Delegation to Officers]

9. GODALMING CROWNPITS CONSERVATION AREA APPRAISAL

The Executive has agreed to RECOMMEND to the COUNCIL that the Conservation Area Appraisal for Godalming Crownpits be adopted as a material planning consideration.

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

[Reason: to agree the adoption of the Conservation Area Appraisal as a material planning consideration].

10. DOMESTIC ABUSE POLICY

The Executive has agreed to RECOMMEND to the COUNCIL that the Domestic Abuse Policy be adopted.

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

[Reason: to adopt a robust Domestic Abuse Policy for staff].

11. TREASURY MANAGEMENT FRAMEWORK 2015/16

The Executive has agreed to RECOMMEND to the COUNCIL that the Treasury Management Framework for 2015/16 be approved.

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

[Reason: to ensure the Treasury Management Framework is approved by the Council as required by the Statutory Code of Practice]

12. OCKFORD RIDGE - PROCUREMENT ROUTE AND PRE-DEVELOPMENT BUDGET

The Executive has agreed to:

1. proceed with the Homes and Communities Agency (HCA) Delivery Partner Panel 2 framework for the procurement of the Ockford Ridge Project; and
2. allocate £166,000 of the Ockford Ridge capital budget for pre-development costs for the two show homes on Site C and 16 new affordable homes on Site D.

[CORPORATE OVERVIEW AND SCRUTINY COMMITTEE]

[Reason: to consider the use of the Homes and Communities Delivery Partners Panel 2 (DPP2) Framework and agree budget allocation for pre-development costs.]

13. **IT DEVELOPMENT TEAM STAFFING - SHAREPOINT**

The Executive has agreed to RECOMMEND to the COUNCIL that

1. the proposed restructure of the IT Development Team be approved, as set out in the report, noting that the costs is contained within existing budgets; and
2. the post of part-time sustainability officer be deleted from the establishment.

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

[Reason: to consider a realignment of staff resources to support the development of the Sharepoint product as the corporate information management system and collaboration tool].

16. **PROPERTY MATTER**

The Executive agreed the recommendation set out in the (Exempt) Annexe to this decision bulletin.

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