



Waverley Borough Council
Council Offices, The Burys,
Godalming, Surrey
GU7 1HR
www.waverley.gov.uk

To: All Councillors

When calling please ask for:

Emma McQuillan, Democratic Services Manager

Policy and Governance

E-mail: emma.mcquillan@waverley.gov.uk

Direct line: 01483 523351

Calls may be recorded for training or monitoring

Date: 2 September 2015

Dear Councillor

A Meeting of the EXECUTIVE was held on Tuesday, 1 September 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, 9 SEPTEMBER 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. **FORWARD PROGRAMME - SEPTEMBER 2015**

The Executive adopted the forward programme of decisions for Waverley Borough Council.

6. **BUDGET MANAGEMENT 2015/16**

The Executive has:

1. approved a virement of £10,000 from Contracted services to Rent related expenses in Homelessness as detailed in paragraph 10;
2. approved a virement of £30,000 from the additional investment income to cover predicted Legal fees detailed in paragraph 19;
3. approved the carry forward of £320,000 from the structural budget into 2016/17, as detailed in paragraph 27;
4. approved a virement of £35,000 for capital works to lifts from work arising in year (a project change) as detailed in paragraph 27; and

[CORPORATE OVERVIEW AND SCRUTINY COMMITTEE]

5. RECOMMENDS to the COUNCIL that virements between the capital projects of £83,600 (doors), £54,800 (windows) and £77,000 (drainage) to communal boiler and heating work be approved, as detailed in the table at paragraph 27.

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

[Reason: to consider a review of service delivery progress against the 2015/16 budget]

7. **TREASURY MANAGEMENT ACTIVITY - YEAR-TO-DATE 2015/2016**

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

[CORPORATE OVERVIEW AND SCRUTINY COMMITTEE]

[Reason: to receive the current investment activity and performance].

8. LOCAL PLAN PROGRESS REPORT

The Executive has approved the provisional timetable set out at Annexe 1 of the report and noted the significant progress which has been made since the Core Strategy was withdrawn.

[COMMUNITY OVERVIEW AND SCRUTINY COMMITTEE]

[Reason: to receive an update report]

9. ALFOLD CONSERVATION AREA APPRAISAL

The Executive has approved the draft Conservation Area Appraisal for Alfold for the purposes of public consultation.

[COMMUNITY OVERVIEW AND SCRUTINY COMMITTEE]

[Reason: to gain authorisation to undertake a formal consultation on the draft CAA for Alfold]

10. PLAY AREA STRATEGY 2015 - 2024

The Executive has:

1. endorsed the findings and recommendations of the Play Area Strategy and RECOMMENDS to the COUNCIL that the Play Area Strategy 2015-2024 be adopted;
2. recognised and noted that the Play Area Strategy is aspirational and that there are financial implications for the Council to fully deliver the strategy, its recommendations and action plan; and
3. acknowledged that the financial implications will be met by using funding received from developer contributions sought through the planning process such as PIC, CIL and s106 and also any available external grant funds for playground provision and refurbishment.

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

[Reason: to seek adoption of the Play Area Strategy as guidance for the Council when considering play area provision and refurbishment in the borough]

11. HRA ASSET MANAGEMENT STRATEGY 2015-2020

The Executive has agreed to RECOMMEND to the COUNCIL that the draft HRA Asset Management Strategy for 2015-2020 be agreed and adopted.

[This item is recommended to the Council and is not subject to the

call-in procedure].

[Reason: to agree the Strategy setting out the Council's approach to managing its housing related assets]

12. HOMELESSNESS STRATEGY UPDATE: YEAR TWO

The Executive has considered the comments from the Overview and Scrutiny Committee and noted the Council's progress in preventing homelessness in the borough.

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

[Reason: to update the Executive on the Council's progress in preventing homelessness and highlighting the areas to focus on in the year ahead]

13. IMPROVING ENERGY EFFICIENCY

The Executive has approved the report for publication and submission to the Department for Energy and Climate Change.

[COMMUNITY OVERVIEW AND SCRUTINY COMMITTEE]

[Reason: to meet the mandatory requirement to report the greenhouse gas emissions produced from operational activities]

14. DECISION-MAKING PROTOCOL FOR LICENSING OF SCRAP METAL DEALERS

The Executive has endorsed the Waverley Borough Council Decision-Making Protocol for licensing of Scrap Metal Dealers.

[COMMUNITY OVERVIEW AND SCRUTINY COMMITTEE]

[Reason: to agree a protocol to formalise the decision-making process for scrap metal dealer licence applications]

15. INDEPENDENT REMUNERATION PANEL - REVIEW OF SPECIAL RESPONSIBILITY ALLOWANCES

The Executive has agreed to RECOMMEND to the COUNCIL that the Scheme of Members' Allowances for 2015/16 onwards be amended to include provision for the payment of a Special Responsibility Allowance to the Chairman (£3,100) and the Vice-Chairman (£1,550) of the Joint Planning Committee.

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

[Reason: to consider the discussion and findings of the Independent Remuneration Panel]

16. PROPERTY MATTER - EASEMENT OF ACCESS TO 1 CROSSWAYS COTTAGES, ALFOLD

The Executive has agreed to grant an easement of access to 1 Crossways Cottages, Alfold, subject to the terms set out in the (Exempt) Annexe.

[CORPORATE OVERVIEW AND SCRUTINY COMMITTEE]

[Reason: to consider a property-related issue]

17. PUBLIC SPEAKING AT PLANNING COMMITTEES

The Executive has agreed that the time limit available for public speakers at Area Planning Committees and the Joint Planning committee should be four minutes per party, and the public speaking scheme amended accordingly, to come into effect from 1 October 2015.

[COMMUNITY OVERVIEW AND SCRUTINY COMMITTEE]

[Reason: to apply consistency to the public speaking scheme for all Planning Committees]

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