

To: All Members of the EXECUTIVE

When calling please ask for:

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Calls may be recorded for training or monitoring

Date: 18 December 2015

Membership of the Executive

Cllr Robert Knowles (Chairman)
Cllr Julia Potts (Vice Chairman)
Cllr Brian Adams
Cllr Kevin Deanus
Cllr Carole King

Cllr Tom Martin
Cllr Wyatt Ramsdale
Cllr Stefan Reynolds
Cllr Simon Thornton

Dear Councillors

A meeting of the EXECUTIVE will be held as follows:

DATE: TUESDAY, 5 JANUARY 2016

TIME: 6.45 PM

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

[In the event of adverse weather conditions preventing this meeting from proceeding, the meeting will be held instead at 5pm on Monday 11 January 2016]

The Agenda for the Meeting is set out below.

Yours sincerely

ROBIN TAYLOR
Head of Policy and Governance

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This meeting will be webcast from the conclusion of Informal Question Time and can be viewed by visiting www.waverley.gov.uk/committees

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.

Prior to the commencement of the meeting, the Chairman to receive any informal questions from members of the public, for a maximum of 15 minutes.

AGENDA

1. **MINUTES**

To confirm the Minutes of the Meeting held on 1 December 2015 (to be laid on the table 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**

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

5. **FORWARD PROGRAMME** (Pages 7 - 10)

To receive the forward programme of Executive decisions for Waverley Borough Council.

6. BUDGET UPDATE 2016/17 (Pages 11 - 14)

[Portfolio Holder: Councillor Wyatt Ramsdale]

[Wards Affected: All Waverley Wards]

The report outlines the latest position on the 2016/2017 Budget and requests the Joint Overview and Scrutiny Committee to consider the budget proposals ahead of the final budget setting decision in February.

Recommendation

The Executive is asked to:

1. **endorse the approach taken to the budget preparation for 2016/2017;**
2. **note the significant shortfall on the budget arising from the cut in Government grant and the imposed 1% rent reduction on affordable housing; and**
3. **ask the Joint Overview and Scrutiny Committee to consider the detailed Budget proposals at their January meeting in the light of the budget shortfall and to make any suggestions to the Executive to prioritise budgets.**

7. BUDGET MANAGEMENT REPORT (Pages 15 - 24)

[Portfolio Holder: Councillor Wyatt Ramsdale]

[Wards Affected: All Waverley Wards]

The report provides a review against the 2015/16 budget for the General Fund and the Housing Revenue Account forecast to 31 March 2016 based on the latest information available.

Recommendation

It is recommended that the Executive notes the report and

1. **approves the establishment of an earmarked reserve for Council Tax support at the year end, using the balance of unspent transitional relief budget, see paragraph 7;**
2. **approves that the Dunsfold planning application fee income is set aside in an earmarked reserve to contribute to the additional costs required to process this major planning application, see paragraph 9;**
3. **approves a virement of £20,000 from the underspend on the General Fund Capital Programme to Development Consultancy, see paragraph 13;**
4. **approves a virement of £25,000 from savings on the General Fund Capital Programme to create a reserve for the replacement of bins, see paragraph 14;**

5. approves a virement of £10,000 from savings on the HRA mobile working project to the new Keystone module project, see paragraph 15;
6. recommends that Council approves the rescheduling of £1,000,000 of the 2015/16 budget for the Memorial Hall Redevelopment into 2016/17, see paragraph 16;
7. approves the rescheduling of £40,000 of the additional classroom at The Pump House, Farnham into 2016/17, see paragraph 17;
8. recommends that Council approves the rescheduling of £70,000 of the 2015/16 budget for High Street Car Park, Haslemere into 2016/17, see paragraph 18; and
9. recommends that Council approves the rescheduling of the £260,000 budget for fire risk assessment remedial works into 2016/17, see paragraph 24.

8. ALFOLD CONSERVATION AREA APPRAISAL (Pages 25 - 66)

[Portfolio Holder: Councillor Brian Adams]

[Wards Affected: Alfold Cranleigh Rural and Ellens Green]

The purpose of the report is to recommend that the Alfold Conservation Area Appraisal (CAA) be adopted by the Council as a material consideration and used in the determination of any application for planning permission and listed building consent within the Conservation Area (CA).

Recommendation

That the Executive recommends to the Council that the Conservation Area Appraisal for Alfold be adopted as a material planning consideration, to include the following amendments to the boundary:

- i. **Extension: Garden of Thistledown**
- ii. **Extension: Gardens at rear of Loxwood Road**
- iii. **Removal: Small area of woodland to rear of 2 Glebelands Meadow**
- iv. **Extension: Garden of Alfold House**
- v. **Removal: Land at Alfold Business Centre**
- vi. **Extension: Jubilee Pond and The Granary**

9. CRANLEIGH CONSERVATION AREA APPRAISAL (Pages 67 - 114)

[Portfolio Holder: Councillor Brian Adams]

[Wards Affected: Cranleigh East; Cranleigh West]

The purpose of the report is to gain authorisation to undertake a formal public consultation on the draft Conservation Area Appraisal (CAA) for the Conservation Area (CA) of Cranleigh (this document also includes changes to the Conservation Area boundary). The long term objective is that the appraisal will be adopted as a material consideration and used in the determination of any application for planning permission and listed building consent.

Recommendation

It is recommended that the Executive approves the draft Conservation Area Appraisal for Cranleigh for the purposes of public consultation.

10. HALE RECREATION GROUND - APPROVAL TO SUBMIT PLANNING APPLICATION FOR REPLACEMENT FENCING (Pages 115 - 118)

[Portfolio Holder: Councillor Simon Thornton]

[Wards Affected: Farnham Upper Hale]

The report seeks approval to submit a retrospective planning application to erect replacement fencing around the Hale Recreation Ground in Farnham.

Recommendation

It is recommended that the Executive approves the request to submit a retrospective planning application for the erection of the replacement fence around Hale Recreation Ground.

11. PROPERTY MATTERS (Pages 119 - 124)

[Portfolio Holder: Councillor Tom Martin]

[Wards Affected: Haslemere East and Grayswood]

The purpose of the report is to consider a property-related matter in the borough.

Recommendation

It is recommended that consent for the sale of the freehold of 13 Parsons Green, Haslemere be granted upon the terms and conditions as set out in the (Exempt) Annexe, with other terms and conditions being agreed by the Estates and Valuation Manager.

12. EXECUTIVE DIRECTOR'S ACTIONS

To note the following 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:

i. Tree Risk Management

To authorise a virement of £15,000 to supplement the Tree Safety budgets in the Parks and Countryside Service to ensure urgent tree safety works identified in recent tree inspections are carried out, to be met from the current salary saving in the service.

13. 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.

14. 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**