

To: All Councillors

When calling please ask for:
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Calls may be recorded for training or monitoring
Date: 18 January 2023

Dear Councillor

A Meeting of the EXECUTIVE was held on Tuesday, 17 January 2023. 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, 25 JANUARY 2023**. Members must notify Stephen Rix, Executive Head of Legal and Democratic Services (Interim) (Monitoring Officer) by e-mail, telephone or letter if they wish to refer a decision to the appropriate Overview and Scrutiny Committee. The Constitution requires that **five non-Executive Members 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

STEPHEN RIX

Executive Head of Legal and Democratic Services (Interim) (Monitoring Officer)

NOTE FOR MEMBERS

The item numbers below correspond to the item numbers on the Executive Agenda.

AGENDA

6. SUSTAINABLE PROCUREMENT POLICY

The Executive RESOLVED to endorse and adopt the Sustainable Procurement Policy.

Reason: To adopt a sustainable procurement policy to reflect best practice in the industry and support the Council's corporate objectives.

[This matter has already been considered by Resources O&S Committee]

7. UPDATE TO THE LOCAL PLANNING ENFORCEMENT PLAN

The Executive RESOLVED to adopt the updated Local Planning Enforcement Plan.

Reason: To comply with good practice as set out in Paragraph 59 of the National Planning Policy Framework 2021:

“Effective enforcement is important to maintain public confidence in the planning system. Enforcement action is discretionary, and local planning authorities should act proportionately in responding to suspected breaches of planning control. They should consider publishing a local enforcement plan to manage enforcement proactively, in a way that is appropriate to their area. This should set out how they will monitor the implementation of planning permission, investigate alleged cases of unauthorised development, and take action where appropriate.”

[This matter has already been considered by Services O&S Committee.]

8. LEISURE MANAGEMENT CONTRACT TENDER

The Executive RESOLVED to:

- 1. approve the award of the proposed contract to the top-ranked bidder following completion of the procurement process; and**
- 2. delegate authority to the Strategic Director for Transformation and Governance to complete all required contractual documentation and approve execution of the contract documentation.**

Reason: The current 15 year leisure management contract for the Council's five leisure centres expires on 30 June 2023 and the Council needs a new contractual arrangement to be in place for 1 July 2023.

[Services O&S Committee]

9. HOUSING REVENUE ACCOUNT BUDGETARY REQUEST - CARBON MONOXIDE ALARM INSTALLATIONS

The Executive RESOLVED to approve a virement of £125,000 from the Stock Survey budget to fund the installation programme for carbon monoxide alarms in 2022/23.

Reason: to comply with revised regulations that now require social landlords to fit smoke and carbon monoxide alarms in rental properties where there is any fitted combustion appliance other than a gas cooker.

[Resources O&S Committee]

10. HRA AFFORDABLE HOUSING - OCKFORD RIDGE - SALE OF 3 SHARED OWNERSHIP HOMES

The Executive RESOLVED to:

- 1. approve the sale of the three shared ownership homes at Laurel Close, Ockford Ridge, Godalming and give the Executive Head of Legal and Democratic Services authority to approve the final form of the agreements; and**
- 2. delegate authority to the Executive Head of Housing Services in consultation with the Co-Portfolio Holders for Housing Delivery and Operations to approve the future sale of percentage shares.**

Reason: the delivery and sale of the shared ownership homes at Laurel Close meets the corporate priority to provide good quality housing for all income levels, and the commitment within the Affordable Homes Delivery Strategy 2022-2025, to build homes to buy or rent for households from all income levels.

[Resources O&S Committee]

11. PRIVATE SECTOR HOUSING ENFORCEMENT POLICY

The Executive RESOLVED to adopt the new Private Sector Housing Enforcement Policy.

Reason: to ensure the Council has the necessary tools to improve conditions for tenants in the private rented sector.

[Services O&S Committee]

12. REVIEW OF EXECUTIVE WORKING GROUPS - CIL ADVISORY BOARD AND LANDLORD SERVICES ADVISORY BOARD

The Executive RESOLVED to:

- 1. revise the quorum of the CIL Advisory Board to two Executive Members and two non-Executive Members.**
- 2. approve the proposed changes to the membership and terms of reference of the Landlord Services Advisory Board, as set out in Annexe 1 of the agenda report.**

Reason:

1. To better ensure the scheduled CIL Advisory Board meetings may proceed.
2. To update the Landlord Services Advisory Board terms of reference following the 12-month review.

[The Terms of Reference of Executive Working Groups are not subject to call-in].

13. **USE OF SPECIAL URGENCY PROCEDURES**

The Executive RESOLVED to note the use of the urgency procedure for taking key decisions on 1, 29 and 30 November 2022.

Reason: The Council's Constitution makes provision for taking an urgent decision at Paragraph 11.4 of Part 4.5 (Overview and Scrutiny Procedure Rules). Paragraph 11.4 requires that any decisions taken under the urgency procedure will be reported to the next available Council meeting together with the reasons for urgency. This was done at the Council meeting on 13 December. In addition, the Leader requested that the decisions also be reported to the next available Executive meeting.

[This report is for noting and therefore not subject to call-in]

**For further information or assistance, please telephone Fiona Cameron,
Interim Democratic Services Manager on 01483 523226**