

Record of decisions made at the meeting of the Executive – Tuesday, 11 June 2024

The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

Agenda item number and title	Decisions taken	Reasons for decision	Details of alternative options considered	Details of any conflict of interest declared and any dispensation granted
8. Community Asset Transfer Policy	The Executive RESOLVED to approve the Community Asset Transfer Policy (Appendix 1) and to note the Equality Impact Assessment (Appendix 2).	<ul style="list-style-type: none"> I. To set out a robust policy that provides a transparent and consistent framework governing an expression of interest for the transfer of assets owned by or under the stewardship of the Council, to VCOs in the best interest of the Council and the community. II. To deliver community objectives by considering options for transfer of assets; to community led groups where appropriate to improve the health and wellbeing of residents. III. The Council is the custodian for its assets and has a duty of stewardship over their management. It is appropriate that robust governance is in place to safeguard their ownership and use. 	<ul style="list-style-type: none"> I. Do not adopt policy – this would not address having a consistent decision-making process and voluntary and community groups and Council officers would not have a clear procedure to follow if a group or organisation wished to submit an expression of interest or even if they qualify as a VCO. II. Adoption of Policy – this would provide a strong governance framework around asset transfer and allow both the Council and VCOs to follow and consider expressions of 	None.

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			interest in a consistent, robust and transparent manner. This is the recommended option.	
9. Scheme of Officer Delegations	<p>The Executive RESOLVED</p> <p>I. That the delegation of Executive functions set out in the revised Joint Officer Scheme of Delegation and Proper Officer Scheme (Appendices 1 and 3) be approved.</p> <p>II. That the Monitoring Officer, in consultation with the Leader, Deputy Leader & Portfolio Holder, be authorised to include any changes to the Scheme of Delegation in respect of Executive functions recommended by the Standards and General Purposes Committee.</p>	<p>I. An officer scheme of delegation and proper officer scheme which is materially the same for both Councils, whilst being owned by each Council in respect of their services, will help to promote more efficient joint working and will support the transformation programme by aligning officer decision making across both Councils.</p> <p>II. The recommended changes will improve the governance procedures for each Council and will ensure that there is greater transparency over decision making.</p> <p>III. The reductions in financial limits will ensure that key decisions are made by the Executive, thereby</p>	<p>a) Accept the further revisions to the draft Officer Scheme of Delegation and Proper Officer Scheme</p> <p>b) Suggest amendments to the delegation of Executive functions set out in the draft Officer Scheme of Delegation and Proper Officer Scheme, or</p> <p>c) Choose not to recommend that a revised Officer Scheme of Delegation and Proper Officer Scheme be adopted.</p>	None.

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		<p>promoting accountability and transparency.</p> <p>IV. Aligning officer delegations into a joint scheme, supports the Councils Collaborative and Transformation programme and provides clarity for those officers employed to provide a joint service across both Councils.</p>		
10. Supplementary Estimate - Democratic Services	The Executive RESOLVED to approve a Supplementary Estimate of £55,187 (2024/25) to restructure the Democratic Services team (Option 3).	To fund growth in the democratic services team to enhance capacity.	<p>Option 1 (do nothing) means that the team will retain the same structure. Experience will grow within the team, but without structural change the resilience needed within the team and career progression and succession planning will not be delivered effectively.</p> <p>Option 2 (collaborate with GBC) Bringing two teams together to build a service can be successful. However, a number of fundamental building blocks need to</p>	None.

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			<p>be in place to support that first and Option 3 prepares the foundations for Waverley as identified in paragraph 15.4 of the report to Executive on 7 May 2024.</p> <p>Option 3(recommended) involves restructuring the current team. Introducing new roles and reconfiguring responsibilities will deliver capacity, support resilience and provide a platform for a sustainable future, enabling a pathway to future sustainable shared services. This option requires a supplementary estimate as set out in the report.</p>	

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12. HRA Property Disposal	The Executive RESOLVED that subject to an independent on-site valuation, the sale of the property set out in the exempt report be RECOMMENDED to Council for approval.	As set out in the exempt report.	As set out in the exempt report.	None.

The deadline for call-in of any of these decisions for scrutiny (within five working days) will be NOON on **19 June 2024** Members must notify the Joint Director of Legal and Democratic Services (Monitoring Officer) by e-mail committees@waverley.gov.uk 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.

For further information or assistance, please contact committees@waverley.gov.uk