

Waverley Borough Council Key Decisions and Forward Programme

This Forward Programme sets out the decisions which the Executive expects to take over forthcoming months and identifies those which are key decisions.

A key decision is a decision to be taken by the Executive which (1) is likely to result in the local authority incurring expenditure or making savings of above £100,000 and/or (2) is significant in terms of its effects on communities living or working in an area comprising two or more wards.

Please direct any enquiries about the Forward Programme to the Democratic Services Manager, Fiona Cameron, at the Council Offices on 01483 523226 or email committees@waverley.gov.uk.

Executive Forward Programme for the period 1 June 2019 onwards

| TOPIC | DECISION | DECISION TAKER | KEY | ANTICIPATED EARLIEST (OR NEXT) DATE FOR DECISION | CONTACT OFFICER | O & S |
|--|---|--------------------|-----|---|---|-----------------|
| CORPORATE STRATEGY, POLICY AND GOVERNANCE, LEP AND PARTNERSHIP WORKING - CLLR JOHN WARD (LEADER) | | | | | | |
| Review of Polling Places | To approve recommendations arising from the review of polling places. | Executive, Council | Yes | January 2020 | Robin Taylor, Head of Policy & Governance | VFM & CS O&S |
| CORPORATE STRATEGY, POLICY & GOVERNANCE, BENEFITS & WELFARE, AND COMMUNICATIONS - CLLR PAUL FOLLOWS (DEPUTY LEADER) | | | | | | |
| ECONOMIC AND COMMUNITY DEVELOPMENT - CLLR MARK MERRYWEATHER | | | | | | |
| Financial Out-turn 2018/19 | To approve recommendations arising from the Financial Out-turn 2018/19. | Executive | Yes | July 2019 | Peter Vickers, Head of Finance and Property | VFM & CS O&S |
| Funding bid for community facilities in Alfold | To agree a bid for funding for community facilities in Alfold. | Executive | Yes | July 2019 | Kelvin Mills, Head of Commercial Services | VFM & CS O&S |
| Property Acquisitions [E3] | To bring forward opportunities for approval as they arise | Executive | Yes | Potentially every meeting | Peter Vickers, Head of Finance and Property | VFM & CS O&S |

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| Budget Management [E3] | To seek approval for budget variations, if required. | Executive | No | Potentially every meeting | Peter Vickers, Head of Finance and Property | VFM & CS O&S |
| Property Matters [E3] | To approve the grant of a lease to Shamley Green Cricket Club. | Executive | Yes | July 2019 | Peter Vickers, Head of Finance and Property | VFM & CS O&S |
| OPERATIONAL & ENFORCEMENT SERVICES - CLLR NICK PALMER | | | | | | |
| Car Parking Strategy | To recommend to Council the adoption of a new Car Parking Strategy. | Council | Yes | December 2019 | Richard Homewood, Head of Environmental Services | |
| Review of Planning Enforcement Plan | | Executive | Yes | March 2020 | Paul McKim, Interim Head of Planning and Economic Development | |
| Review of Planning structure and payscales to improve recruitment and retention [E3] | | Council, Executive | Yes | October 2019 | Paul McKim, Interim Head of Planning and Economic Development | |
| ENVIRONMENT AND SUSTAINABILITY - CLLR STEVE WILLIAMS | | | | | | |
| Air Quality Annual Status Report 2019 | To note the AQ Annual Status Report 2019 and response from DEFRA, and to approve the revised AQ Action Plan. | Executive | Yes | December 2019 | Richard Homewood, Head of Environmental Services | |
| HEALTH, WELLBEING AND CULTURE - CLLR DAVID BEAMAN | | | | | | |
| PSPO - Dog Control | To approve making PSPO No.2 (Dog Control). | Council, Executive | Yes | October 2019 | Richard Homewood, Head of Environmental Services | Environment O&S |

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| Leisure Centre Investment | Approval of the siting of the Cranleigh LC | Executive | Yes | July 2019 | Tamsin McLeod, Leisure Services Manager, Kelvin Mills, Head of Commercial Services | Community Wellbeing |
| HOUSING AND COMMUNITY SAFETY - CLLR ANNE-MARIE ROSOMAN | | | | | | |
| Affordable Housing SPD | To approve the Affordable Housing SPD | Council, Executive | Yes | October 2019 | Andrew Smith, Head of Housing Delivery and Communities | Housing O&S |
| Housing Strategy - Annual Progress Review | To agree updates to the Housing Strategy. | Council, Executive | No | October 2019 | Andrew Smith, Head of Housing Delivery and Communities | Housing |
| Housing Delivery Board [E3] | To approve and adopt policies and make decisions to assist in the delivery of affordable homes in the Borough, as required. | Executive | Yes | Potentially every meeting | Andrew Smith, Head of Housing Delivery and Communities | Housing |
| PLANNING POLICY & SERVICES - CLLR ANDY MACLEOD | | | | | | |
| Brightwells [E3] | To bring forward matters when necessary | Executive | No | Potentially every meeting | Kelvin Mills, Head of Commercial Services | VFM and CS/Enviro |
| Review of the Statement of Community Involvement | To approve the updated Statement of Community Involvement. | Executive, Council | Yes | July 2019 | Graham Parrott, Planning Policy Manager | Environment O&S |

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| Surrey Hills AONB Management Plan | To approve the updated Management Plan. | Executive | Yes | July 2019 | Head of Planning | Environme nt O&S |
| Local Plan Part II - Approval to Publish | Approval for publication | Executive, Council | Yes | October 2019 | Graham Parrott, Planning Policy Manager | Environment O&S |
| Local Plan Part II - Approval to submit | Approval to submit. | Executive, Council | Yes | February 2020 | Graham Parrott, Planning Policy Manager | Environment O&S |

Background Information

The agenda for each Executive meeting will be published at least 5 working days before the meeting and will be available for inspection at the Council Offices and on the Council's Website (www.waverley.gov.uk). This programme gives at least 28 days notice of items before they are considered at a meeting of the Executive and consultation will be undertaken with relevant interested parties and stakeholders where necessary.

Exempt Information - whilst the majority of the Executive's business at the meetings listed in this Plan will be open to the public and press, there will inevitably be some business to be considered which contains confidential, commercially sensitive or personal information which will be discussed in exempt session, i.e. with the press and public excluded. These matters are most commonly human resource decisions relating to individuals such as requests for early or flexible retirements and property matters relating to individual transactions. These may relate to key and non-key decisions. If they are not key decisions, 28 days notice of the likely intention to consider the item in exempt needs to be given.

This is formal notice under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 that part of any of the Executive meetings listed below may be held in private because the agenda and reports or annexes for that meeting contain exempt information under Part 1 of Schedule 12A to the Local Government Act 1972 (as amended), and that the public interest in withholding the information outweighs the public interest in disclosing it. Where this applies, the letter [E] will appear after the name of the topic, along with an indication of which exempt paragraph(s) applies, most commonly:

[E1 – Information relating to any individual; E2 – Information which is likely to reveal the identity of an individual; E3 – Information relating to the financial or business affairs of any particular person (including the authority holding that information); E5 Information in respect of which a claim to legal professional privilege could be maintained in legal

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proceedings; E7 – Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime].