

## 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](mailto:committees@waverley.gov.uk).

### Executive Forward Programme for the period 1st February, 2021 onwards

TOPIC	DECISION	DECISION TAKER	KEY	ANTICIPATED EARLIEST (OR NEXT) DATE FOR DECISION	CONTACT OFFICER	O & S
<b>CORPORATE STRATEGY, POLICY AND GOVERNANCE, LEP AND PARTNERSHIP WORKING - CLLR JOHN WARD (LEADER)</b>						
Annual Pay Policy Statement 2021/22	To agree the Annual Pay Policy Statement	Council	Yes	February 2021	Robin Taylor, Head of Policy & Governance	VFM & CS O&S
<b>CORPORATE STRATEGY, POLICY &amp; GOVERNANCE, BENEFITS &amp; WELFARE, AND COMMUNICATIONS - CLLR PAUL FOLLOWS (DEPUTY LEADER)</b>						
Local Government Boundary Commission - Council Size Submission	To agree the Council Size submission to the LGBCE.	Council	Yes	February 2021	Robin Taylor, Head of Policy & Governance	VFM & CS O&S
<b>FINANCE, ASSETS AND COMMERCIAL SERVICES - CLLR MARK MERRYWEATHER</b>						
Budget Management [E3]	To recommend measures to re-align the GF budget for 2020/21.	Executive	Yes	January 2021	Peter Vickers, Head of Finance and Property	VFM & CS O&S

TOPIC	DECISION	DECISION TAKER	KEY	ANTICIPATED EARLIEST (OR NEXT) DATE FOR DECISION	CONTACT OFFICER	O & S
Property Matters [E3]	To make decisions on Property Matters, as required.	Executive	Yes	January 2021	Peter Vickers, Head of Finance and Property	VFM & CS O&S
General Fund Budget 2021/22 and MTFP 2021/22 - 23/24	To agree the General Fund Budget for 2021/22 and MTFP 2021/22-2023/24.	Council	Yes	February 2021	Peter Vickers, Head of Finance and Property	VFM & CS O&S
Capital Strategy 2021/22	To agree the Capital Strategy 2021/22	Council	Yes	April 2021	Peter Vickers, Head of Finance and Property	VFM & CS O&S
Award of CIL Funding	To award CIL funds after consideration of bids	Executive	Yes	March 2021	Zac Ellwood, Head of Planning and Economic Development	VFM O&S
Insurance services contract	To join the Integrated Insurance Service provided by the London Borough of Sutton.	Executive	Yes	February 2021	Peter Vickers, Head of Finance and Property	VFM & CS O&S
<b>HEALTH, WELLBEING AND CULTURE - CLLR MICHAELA MARTIN</b>						
Service Level Agreements with Community Organisations 2021-2022	To renew current SLAs for 12 months.	Executive	Yes	February 2021	Andrew Smith, Head of Housing Delivery and Communities	Community Wellbeing O&S
<b>BUISNESS TRANSFORMATION AND IT - CLLR PETER CLARK</b>						
ICT Strategy 2020-2023	To approve an ICT Strategy	Council	Yes	February 2021	David Allum, Head of Business Transformation	VFM O&S
<b>PLANNING POLICY &amp; SERVICES - CLLR ANDY MACLEOD</b>						

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Affordable Housing SPD	To approve the Affordable Housing SPD	Council	Yes	February 2021	Andrew Smith, Head of Housing Delivery and Communities	Housing O&S
Local Plan Part II - Approval to submit	Approval to submit.	Council	Yes	April 2021	Zac Ellwood, Head of Planning and Economic Development	Environment O&S
<b>OPERATIONAL &amp; ENFORCEMENT SERVICES - CLLR NICK PALMER</b>						
Car Parking Strategy	To recommend to Council the adoption of a new Car Parking Strategy.	Council	Yes	March 2021	Richard Homewood, Head of Environmental Services	Environment O&S
Local Planning Enforcement Action Plan	To approve the revised Local Planning Enforcement Action Plan	Executive	Yes	March 2021	Zac Ellwood, Head of Planning and Economic Development	Environment O&S
<b>HOUSING AND COMMUNITY SAFETY - CLLR ANNE-MARIE ROSOMAN</b>						
HRA Business Plan 2021/22 - 2023/24	To agree the HRA Business Plan	Council	Yes	February 2021	Andrew Smith, Head of Housing Delivery and Communities, Hugh Wagstaff, Head of Housing Operations	Housing O&S
<b>ENVIRONMENT AND SUSTAINABILITY - CLLR STEVE WILLIAMS</b>						
Electric Vehicle Charging Strategy	To approve an EV Strategy for Waverley	Council	Yes	March 2021	Richard Homewood, Head of Environmental Services	Environment O&S
<b>ECONOMIC DEVELOPMENT, PARKS AND LEISURE - CLLR LIZ TOWNSEND</b>						

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Biodiversity Policy	To approve a policy.	Executive	Yes	February 2022	Kelvin Mills, Head of Commercial Services	Environme nt O&S
Tree Policy	To approve a policy	Executive	Yes	February 2022	Kelvin Mills, Head of Commercial Services	Environme nt 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](http://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 proceedings; E7 – Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime].