

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 1st September, 2021 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 PAUL FOLLOWS (LEADER)						
Waverley Borough Council's response to the consultation on Warding Patterns	To approve the Council's response to the recommendations of the Local Government Boundary Commission on warding patterns in Waverley.	Council	No	14 Dec 2021	Robin Taylor, Head of Policy & Governance	
Corporate Strategy monitoring	To monitor progress of the Corporate Strategy objectives.	Executive	Yes	30 Nov 2021	Robin Taylor, Head of Policy & Governance	VFM & CS O&S
CORPORATE STRATEGY, POLICY & GOVERNANCE, BENEFITS & WELFARE, AND COMMUNICATIONS - CLLR PETER CLARK (DEPUTY LEADER)						
Biennial Scrutiny Report	To receive the report.	Council	Yes	19 Oct 2021	Robin Taylor, Head of Policy & Governance	
EQUALITIES, DIVERSITY AND INCLUSION - CLLR PENNY MARRIOTT						
FINANCE, ASSETS AND COMMERCIAL SERVICES - CLLR MARK MERRYWEATHER						

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Review MTFP in the light of in-year monitoring and revised projections [E3]	To recommend measures to re-align the GF budget for 2020/21, if required.	Executive	Yes	November 2021	Peter Vickers, Head of Finance and Property	VFM & CS O&S
General Fund Budget 2022/23 and MTFP 2022/23 - 24/25	To agree the General Fund Budget for 2022/23 and MTFP 2022/23-2024/25.	Council	Yes	22 Feb 2022	Peter Vickers, Head of Finance and Property	VFM & CS O&S
Capital Strategy 2022/23	To agree the Capital Strategy 2021/22	Council	Yes	February 2022	Peter Vickers, Head of Finance and Property	VFM & CS O&S
Elstead Village Green [E3]	To consider the transfer of the freehold of Elstead Village Green.	Executive Council	Yes	7 Sep 2021 19 Oct 2021	Peter Vickers, Head of Finance and Property	VFM & CS O&S
Broadwater Park Golf Club Lease Settlement Agreement	To consider the agreement and make recommendations to Council.	Council	Yes	19 Oct 2021	Peter Vickers, Head of Finance and Property	VFM & CS O&S
Capital Programme 2021-22	To consider the recommendations.	Executive	Yes	5 Oct 2021	Kelvin Mills, Head of Commercial Services	VFM & CS O&S
Burys Development Project	To consider the recommendations.	Executive	Yes	5 Oct 2021	Kelvin Mills, Head of Commercial Services	VFM & CS O&S
HEALTH, WELLBEING AND CULTURE - CLLR KIKA MIRYLEES						
New Funding Process and Arrangement for Voluntary Sector Organisation 2022 / 2025	To approve the process and arrangements.	Executive	Yes	5 Oct 2021	Andrew Smith, Head of Housing Delivery and Communities	Community Wellbeing O&S

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BUSINESS TRANSFORMATION AND IT - CLLR PETER CLARK						
PLANNING POLICY & SERVICES - CLLR ANDY MACLEOD						
Local Plan Part 2	To recommend to Council that the further changes to the Local Plan Part 2 be agreed and subject to a six week consultation period.	Executive Council	Yes	22 Sep 2021 22 Sep 2021	Zac Ellwood, Head of Planning and Economic Development	Environment O&S
Request for supplementary estimate to produce a Climate Change and Sustainability Supplementary Planning Document (SPD)	Approval for a supplementary estimate of up to £30,000 to cover the fees of an external consultant to prepare a Climate Change SPD.	Executive	Yes	7 Sep 2021	Zac Ellwood, Head of Planning and Economic Development	VFM & CS O&S
Local Plan Part II - Approval to submit	Approval to submit.	Council	Yes	14 Dec 2021	Zac Ellwood, Head of Planning and Economic Development	Environment O&S
Local Planning Enforcement Action Plan	To approve the revised Local Planning Enforcement Action Plan	Executive	Yes	December 2021	Zac Ellwood, Head of Planning and Economic Development	Environment O&S
OPERATIONAL & ENFORCEMENT SERVICES - CLLR NICK PALMER						
Car Parking Strategy	To recommend to Council the adoption of a new Car Parking Strategy.	Executive Council	Yes	22 Sep 2021 22 Sep 2021	Richard Homewood, Head of Environmental Services	Environment O&S

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Emergency Plan	To approve the Plan.	Executive Council	Yes	5 Oct 2021 19 Oct 2021	Richard Homewood, Head of Environmental Services	Environment O&S
HOUSING AND COMMUNITY SAFETY - CLLR ANNE-MARIE ROSOMAN						
Housing Strategy	To agree the revised Housing Strategy.	Executive	Yes	Not before 1st Dec 2021	Andrew Smith, Head of Housing Delivery and Communities	HOUSING O&S
Report of the Housing Design Standards Task and Finish Group	To consider any recommendations of the Housing Overview and Scrutiny Committee and the report of the Housing Design Standards Task and Finish Group.	Executive	Yes	7 Sep 2021	Andrew Smith, Head of Housing Delivery and Communities	Housing O&S
Housing Maintenance Contract update	To receive an update on the procurement process.	Executive	Yes	18 Jan 2022	Hugh Wagstaff, Head of Housing Operations	Housing O&S
ENVIRONMENT AND SUSTAINABILITY - CLLR STEVE WILLIAMS						
Carbon Neutrality Action Plan	To agree the action plan.	Executive Council	Yes	30 Nov 2021 14 Dec 2021	Richard Homewood, Head of Environmental Services	ENVIRONME NT O&S
ECONOMIC DEVELOPMENT, PARKS AND LEISURE - CLLR LIZ TOWNSEND						
Leisure Centres Contract	To award the Leisure Centres contract.	Executive Council	Yes	30 Nov 2021 14 Dec 2021	Kelvin Mills, Head of Commercial Services	VFM & CS & C
Biodiversity Policy	To approve a policy.	Executive	Yes	February 2022	Kelvin Mills, Head of Commercial Services	Environme nt O&S

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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). 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].