

## 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 and Business Support Team Manager, Louise Fleming, at the Council Offices on 01483 523517 or email [committees@waverley.gov.uk](mailto:committees@waverley.gov.uk).

### Executive Forward Programme for the period 1st May, 2022 onwards

TOPIC	DECISION	DECISION TAKER	KEY	ANTICIPATED EARLIEST (OR NEXT) DATE FOR DECISION	CONTACT OFFICER	O & S
<b>POLICY &amp; GOVERNANCE, COMMUNICATIONS AND EMERGENCY RESPONSE - CLLR PAUL FOLLOWS (LEADER)</b>						
Community Governance Review - final recommendations	To agree the final recommendations for submission to the Local Government Boundary Commission.	Executive Council	Yes	5 Jul 2022 19 Jul 2022	Robin Taylor, Head of Policy & Governance	RESOURCES O&S
<b>BUSINESS TRANSFORMATION, IT, CUSTOMER SERVICES AND FARNHAM INFRASTRUCTURE PROGRAMME - CLLR PETER CLARK (DEPUTY LEADER)</b>						
<b>ENFORCEMENT, OPERATIONS AND BRIGHTWELLS - CLLR ANDY MACLEOD</b>						
Local Planning Enforcement Action Plan	To approve the revised Local Planning Enforcement Action Plan	Executive	Yes	7 Jun 2022	Zac Ellwood, Head of Planning and Economic Development	SERVICES O&S
Hackney Carriage Tariff Fare Scales - Review	That the Executive agrees to consider any consultation responses received and agree the proposed new maximum fare tariff.	Executive	Yes	7 Jun 2022	Richard Homewood, Head of Environmental Services	RESOURCES O&S

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Brightwells Yard, Farnham [E3]	To consider proposed changes to the Head Lease agreement.	Executive	Yes	3 May 2022	Kelvin Mills, Head of Commercial Services	RESOURC ES O&S
<b>ENVIRONMENT AND SUSTAINABILITY - CLLR STEVE WILLIAMS</b>						
Solar PV options for Leisure Centres	To consider a proposal for the installation of solar PV on Godalming and Haslemere leisure centre roofs.	Executive	Yes	5 Jul 2022	Richard Homewood, Head of Environmental Services	SERVICES O&S
EV Strategy - Update	To consider an update on the strategy.	Executive Briefing	Yes	24 May 2022	Richard Homewood, Head of Environmental Services	SERVICES O&S
Godalming Greenway/Gate way cycle path	To agree an alternative cycle path route.	Executive	Yes	5 Jul 2022	Richard Homewood, Head of Environmental Services	SERVICES O&S
Greenhouse Gas emissions annual report	To consider the annual report.	Executive	Yes	5 Jul 2022	Richard Homewood, Head of Environmental Services	SERVICES O&S
Carbon Neutrality Action Plan annual report	To consider the annual report.	Executive	Yes	4 Oct 2022	Richard Homewood, Head of Environmental Services	SERVICES O&S
<b>EQUALITIES, DIVERSITY, INCLUSION AND COMMUNITY SAFETY - CLLR PENNY MARRIOTT</b>						
<b>FINANCE, COMMERCIAL AND ASSETS - CLLR MARK MERRYWEATHER</b>						
Broadwater Park Golf Club Lease Settlement Agreement [E3]	To consider the agreement and make recommendations to Council.	Executive	Yes	3 May 2022	Peter Vickers, Head of Finance and Property	RESOURCES O&S

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Burys Development Project [E3]	To approve the next phase of the Burys Development Project.	Executive Council	Yes	5 Jul 2022 19 Jul 2022	Kelvin Mills, Head of Commercial Services	RESOURCE S O&S
Burys Development Project [E3]	To recommend to Council that a planning application is submitted and the method of delivery is approved.	Executive Council	Yes	29 Nov 2022 13 Dec 2022	Kelvin Mills, Head of Commercial Services	RESOURCES O&S
Farnham Park - Options for Golf Course and cafe [E3]	To consider the options.	Executive	Yes	Not before 1st May 2022	Peter Vickers, Head of Finance and Property	RESOURCE S O&S
Farnham Park - SANG land (Hale Road) [E3]	To consider the designation.	Executive	Yes	Not before 1st May 2022	Peter Vickers, Head of Finance and Property	SERVICES O&S
Property Matters - Haslemere High Street property acquisition [E3]	To approve the acquisition.	Executive	Yes	Not before 1st May 2022	Peter Vickers, Head of Finance and Property	RESOURCES O&S
Property Matters - Godalming High Street, property acquisition [E3]	To approve the acquisition.	Executive	Yes	Not before 1st May 2022	Peter Vickers, Head of Finance and Property	RESOURCES O&S
Financial outturn and MTFP review	To consider the 2021/22 financial outturn and MTFP review.	Executive	Yes	7 Jun 2022	Peter Vickers, Head of Finance and Property	RESOURCE ES O&S
Discretionary Council Tax Rebate (Energy Grant) Scheme	re the Discretionary Council Tax Rebate (Energy Grant) Scheme.	Executive	Yes	7 Jun 2022	Peter Vickers, Head of Finance and Property	RESOURCE S O&S
<b>HEALTH, WELLBEING, PARKS AND LEISURE - CLLR KIKA MIRYLEES</b>						

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Biodiversity Policy and Action Plan	To approve the policy.	Executive	Yes	7 Jun 2022	Kelvin Mills, Head of Commercial Services	SERVICES O&S
Pesticide Policy Delivery Update	To consider progress to date in the delivery of the Pesticide Policy and Action Plan since its adoption November 2020.	Executive	Yes	7 Jun 2022	Kelvin Mills, Head of Commercial Services	SERVICES O&S
Grass cutting operations to support more biodiversity	To consider changes to the Council's grass cutting operation s to support a more biodiverse borough.	Executive	Yes	7 Jun 2022	Kelvin Mills, Head of Commercial Services	SERVICES O&S
<b>CO-PORTFOLIO HOLDER HOUSING (DELIVERY) - CLLR NICK PALMER</b>						
Additionality Monitoring Report	To receive a six- monthly monitoring report on additionality of affordable housing.	Executive	Yes	29 Nov 2022	Andrew Smith, Head of Housing Delivery and Communities	SERVICES O&S
<b>CO-PORTFOLIO HOLDER HOUSING (OPERATIONS) - COUNCILLOR PAUL RIVERS</b>						
Tenancy Strategy	To recommend the approval of the Tenancy Strategy.	Council  Executive	Yes	July 2022  July 2022	Hugh Wagstaff, Head of Housing Operations	SERVICES O&S
Tenancy Policy	To approve minor changes to the Tenancy Policy.	Portfolio Holder for Housing (Operation s)	Yes	30 Jun 2022	Hugh Wagstaff, Head of Housing Operations	SERVICES O&S

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Tenancy Agreement	To approve minor changes to the Tenancy Agreement.	Portfolio Holder for Housing (Operations)	Yes	30 Jun 2022	Hugh Wagstaff, Head of Housing Operations	SERVICES O&S
<b>PLANNING AND ECONOMIC DEVELOPMENT - CLLR LIZ TOWNSEND</b>						
Climate Change and Sustainability Supplementary Planning Document Adoption	To consider the responses to the consultation and recommend the adoption of the Climate Change and Sustainability Supplementary Planning Document.	Executive Council	Yes	5 Jul 2022 19 Jul 2022	Zac Ellwood, Head of Planning and Economic Development	SERVICES O&S
Economic Development Strategy review	To approve the revised Economic Development Strategy.	Executive Council	Yes	5 Jul 2022 19 Jul 2022	Zac Ellwood, Head of Planning and Economic Development	RESOURCE O&S
Affordable Housing Supplementary Planning Document - draft for consultation	To approve the draft Supplementary Planning Document for consultation.	Executive Council	Yes	6 Sep 2022	Andrew Smith, Head of Housing Delivery and Communities, Zac Ellwood, Head of Planning and Economic Development	SERVICES O&S
Affordable Housing Supplementary Planning Document	To recommend the Affordable Housing SPD to Council for adoption.	Executive Council	Yes	7 Mar 2023 21 Mar 2023	Zac Ellwood, Head of Planning and Economic Development, Andrew Smith, Head of Housing Delivery and Communities	SERVICES 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].