

**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 September, 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>						
<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	Not before 1st Jul 2022	Zac Ellwood, Head of Planning and Economic Development	SERVICES O&S
Brightwells Yard, Farnham	To consider a Deed of Easement and an updated Head Lease Plan.	Executive	Yes	6 Sep 2022	Kelvin Mills, Head of Commercial Services	RESOURCES O&S
<b>ENVIRONMENT AND SUSTAINABILITY - CLLR STEVE WILLIAMS</b>						
Carbon Neutrality Action Plan; and Greenhouse Gas emissions annual reports	To consider the annual report.	Executive	Yes	4 Oct 2022	Richard Homewood, Head of Environmental Services	SERVICES O&S

TOPIC	DECISION	DECISION TAKER	KEY	ANTICIPATED EARLIEST (OR NEXT) DATE FOR DECISION	CONTACT OFFICER	O & S
Greener Future Climate Change Delivery Plan	To endorse the Greener Futures Partnership's Greener Future Climate Change Delivery Plan.	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>						
Godalming Regeneration 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
Medium Term Financial Plan (MTFP) mid-year review	To consider a mid-year review of the MTFP including any reprioritisation of capital schemes.	Executive Council	Yes	29 Nov 2022 13 Dec 2022	Peter Vickers, Head of Finance and Property	RESOURCES O&S

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Wey Court East Update [E3]	To consider the update.	Executive	Yes	Not before 6th Sep 2022	Peter Vickers, Head of Finance and Property	RESOURCES O&S
<b>HEALTH, WELLBEING, PARKS AND LEISURE - CLLR KIKA MIRYLEES</b>						
Biodiversity Policy and Action Plan	To approve the policy.	Executive	Yes	4 Oct 2022	Kelvin Mills, Head of Commercial Services	SERVICES O&S
Update on the Museum of Farnham MEND Application	To consider committing £100,000 of capital funding as a partnership contribution to an overall match fund commitment of £200,000.	Executive	Yes	6 Sep 2022	Kelvin Mills, Head of Commercial Services, Peter Vickers, Head of Finance and Property	RESOURCES 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>						
Housing Allocations Task and Finish Group - final report and recommendations	To consider the recommendations of the Task and Finish Group.	Executive	Yes	6 Sep 2022	Andrew Smith, Head of Housing Delivery and Communities	RESOURCES O&S
<b>PLANNING AND ECONOMIC DEVELOPMENT - CLLR LIZ TOWNSEND</b>						

TOPIC	DECISION	DECISION TAKER	KEY	ANTICIPATED EARLIEST (OR NEXT) DATE FOR DECISION	CONTACT OFFICER	O & S
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	4 Oct 2022 18 Oct 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	4 Oct 2022 18 Oct 2022	Zac Ellwood, Head of Planning and Economic Development	RESOURCE S O&S
Affordable Housing Supplementary Planning Document - draft for consultation	To approve the draft Supplementary Planning Document for consultation.	Executive	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].