

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 Interim 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 July, 2023 onwards

TOPIC	DECISION	DECISION TAKER	KEY	ANTICIPATED EARLIEST (OR NEXT) DATE FOR DECISION	CONTACT OFFICER	PORTFOLIO HOLDER	O & S
MEND Grant for Museum of Farnham	To accept the grant and approve the Terms and Conditions.	Executive	Yes	6 Jun 2023	Executive Head of Commercial Services	Portfolio Holder for Community Services, Leisure and EDI	
Public Spaces Protection Order No.1 (Dog fouling) and Public Space Protection Order No.2 (Dog Controls)	To recommend to Council that the PSPO No.1 and PSPO No.2 are approved and made.	Executive Council	Yes	6 Jun 2023 18 Jul 2023	Executive Head of Regulatory Services		Overview & Scrutiny - Services

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Woolmer Hill Recreation Ground 3G playing pitch	To award a contract to build the Woolmer Hill 3 rd Artificial Turf Pitch.	Executive	Yes	4 Jul 2023	Executive Head of Regeneration and Planning Policy	Portfolio Holder for Community Services, Leisure and EDI	
Broadwater Park Pavilion changing rooms refurbishment	To award a contract.	Executive	Yes	4 Jul 2023	Matt Lank, Land Asset Manager	Portfolio Holder for Community Services, Leisure and EDI	
Housing Delivery - Riverside Court, Farnham	Approval of to enter into a contract to undertake remodelling and extension works at Riverside Court, Farnham to deliver two new one-bedroom flats and associated works.	Executive	Yes	4 Jul 2023	Louisa Blundell, Housing Development Manager	Co-Portfolio Holder for Housing (Delivery)	O&S - Resources

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Guildford and Waveley Transformation and Collaboration Programme	<ol style="list-style-type: none"> 1. To seek agreement to the Executives working more jointly on these matters in the future, e.g. by way of simultaneous meetings. 2. To seek agreement to interim staffing arrangements. 3. To seek a mandate to progress other issues e.g. co-location and single officer structure, and receive a report back in October. 	Executive	Yes	18 Jul 2023	Robin Taylor, Executive Head of Organisational Development	Leader of the Council & Portfolio Holder for Policy, Governance and Communications	Overview & Scrutiny - Resources
Fire equipment servicing contract procurement	Approval to enter into Fire Equipment Servicing contract with Sureserve Fire & Electrical, maximum contract duration 2023 to 2026	Executive Co-Portfolio Holder for Housing Decisions	Yes	20 Jul 2023	Executive Head of Housing Services	Co-Portfolio Holder for Housing (Operations and Services)	Landlord Services EWG; O&S Resources

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Housing Asset Management IT solution	Approval to procure IT software and to agree annual fees	Executive Co-Portfolio Holder for Housing Decisions	Yes	20 Jul 2023	Andrew Smith, Executive Head of Housing Services	Co-Portfolio Holder for Housing (Operations and Services)	
Ex council property buy-back	Purchase of an ex-council owned bungalow.	Executive Co-Portfolio Holder for Housing Decisions	Yes	20 Jul 2023	Executive Head of Housing Services	Co-Portfolio Holder for Housing (Operations and Services)	
Damp and Mould Policy	To adopt a Damp and Mould Policy for council-tenanted homes.	Executive Co-Portfolio Holder for Housing Decisions	Yes	20 Jul 2023	Executive Head of Housing Services	Co-Portfolio Holder for Housing (Operations and Services)	

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HRA - New Build Housing Delivery - Chiddingfold	Approval to progress new build housing schemes to planning and entry into a contract with build contractor, including budget allocations and delegations	Executive Council	Yes	1 Aug 2023 August 2023	Executive Head of Regeneration and Planning Policy	Co-Portfolio Holder for Housing (Delivery)	
69 High Street, Godalming	Approval to submit Reg 3 planning application; approval of Supplementary Estimate	Executive Council	Yes	1 Aug 2023 August 2023	Executive Head of Regeneration and Planning Policy	Portfolio Holder for Finance, Assets and Property	RESOURCES O&S
Financial Outturn 2022/23, MTFP and HRA monitoring 2023/24	To note the position and make recommendations to Council as appropriate.	Executive	Yes	1 Aug 2023	Executive Head of Finance	Portfolio Holder for Finance, Assets and Property	RESOURCE S O&S

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Land at Six Bells Roundabout (Monkton Lane)	The Executive to decide on preferred future use of the land.	Executive	Yes	5 Sep 2023	Robin Taylor, Executive Head of Organisational Development, Chris Wheeler, Executive Head of Environmental Services	Councillor Kika Mirylees, Councillor Steve Williams	
Waverley and Farnham LCWIP	To approve the Waverley and Farnham Local Cycling and Walking Infrastructure Plans (LCWIP).	Executive	Yes	5 Sep 2023	Executive Head of Regeneration and Planning Policy	Portfolio Holder for Environment and Sustainability	SERVICES O&S
Farnham Park SANG land (Hale Road)	To consider the designation.	Executive	Yes	5 Sep 2023	Executive Head of Assets and Property	Portfolio Holder for Finance, Assets and Property	

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Farnham Business Improvement District (BID) - draft business case	To consider the draft business case for the Farnham Business Improvement District (BID) and delegate authority to cast the vote on behalf of Waverley Borough Council in the ballot due to take place in September 2023.	Executive	Yes	5 Sep 2023	Abi Lewis, Executive Head of Regeneration and Planning Policy	Portfolio Holder for Planning & Regeneration and Economic Development	Resources O&S
Godalming Business Improvement District (BID) - draft business case	To consider the draft business case for the Godalming BID and delegate authority to cast the vote on behalf of Waverley Borough Council in the ballot due to take place in September 2023.	Executive	Yes	5 Sep 2023	Executive Head of Regeneration and Planning Policy	Portfolio Holder for Planning & Regeneration and Economic Development	Resources O&S

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Economic Development Strategy review	To approve the revised Economic Development Strategy.	Executive Council	Yes	5 Sep 2023 17 Oct 2023	Executive Head of Regeneration and Planning Policy	Portfolio Holder for Planning & Regeneration and Economic Development Portfolio Holder for Planning & Regeneration and Economic Development	Services O&S
St James Court, East St, Farnham - options [E3]	To consider options for the long term future of St James Court.	Executive	Yes	5 Sep 2023	Executive Head of Housing Services	Co-Portfolio Holder for Housing (Operations and Services)	SERVICES O&S
Equality, Diversity and Inclusion Policy	To adopt the EDI Policy.	Executive	Yes	3 Oct 2023	Executive Head of Organisational Development	Portfolio Holder for Community Services, Leisure and EDI	
Anti-Social Behaviour Policy	To approve a new ASB policy.	Executive	Yes	3 Oct 2023	Executive Head of Community Services	Portfolio Holder for Community Services, Leisure and EDI	O&S - Services

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Cranleigh Leisure Centre new build	To approve the updated scope and budget of the project, proceed with construction contract and relevant delegations to officers.	Executive	Yes	3 Oct 2023	Kelvin Mills, Executive Head of Commercial Services	Portfolio Holder for Planning & Regeneration and Economic Development	O&S - Services
Homelessness Prevention Strategy 2023-28	To approve the updated Homelessness Prevention Strategy, 2023-28	Executive	Yes	3 Oct 2023	Executive Head of Housing Services	Co-Portfolio Holder for Housing (Delivery)	Overview & Scrutiny - Services

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].