



Waverley Borough Council Forward Plan of Key Decisions

Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

This Forward Plan sets out those **Key Decisions** which the Executive expects to take over forthcoming months. 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. Other decisions to be made by the Executive may also be included.

Please direct any enquiries about the Forward Plan to the Democratic Services Manager, Ben Bix, by email committees@waverley.gov.uk.

Executive Forward Plan for the period 1st September, 2023 onwards

Topic	Decision	Decision taker	Key	Anticipated earliest (or next) date for decision	Contact officer	Portfolio holder	O & S
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TOPIC	DECISION	DECISION TAKER	KEY	ANTICIPATED EARLIEST (OR NEXT) DATE FOR DECISION	CONTACT OFFICER	PORTFOLIO HOLDER	O & S
New Build Housing Delivery - Chiddingfold	<p>To enter into contract with a contractor to undertake demolition of existing homes and delivery of 26 new homes and associated works across five sites with relevant delegations to officers.</p> <p>To recommend to Council approval of additional budget from reserves.</p>	Executive Council	Yes	1 Aug 2023 29 Aug 2023	Executive Head of Regeneration and Planning Policy	<p>CO-PORTFOLIO HOLDER FOR HOUSING (DELIVERY)</p> <p>CO-PORTFOLIO HOLDER FOR HOUSING (DELIVERY)</p>	

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69 High Street, Godalming	<p>To approve the Outline Business Case; to approve delegations to enable submission of a planning application, granting a 15-year commercial lease, and procuring and entering into contracts for construction and related professional services.</p> <p>To recommend to Council approval of a capital budget of £1.9m including £230k to progress to detailed design phase and submission of a planning application.</p>	Executive Council	Yes	1 Aug 2023 29 Aug 2023	Executive Head of Regeneration and Planning Policy	PORTFOLIO HOLDER FOR FINANCE, ASSETS AND PROPERTY	RESOURCES O&S

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Gas servicing contract variation	Variation to include commercial, communal and plant room systems	Co-Portfolio Holder for Housing (Operations and Services)	Yes	Not before 14th Aug 2023	Executive Head of Housing Services	CO-PORTFOLIO HOLDER FOR HOUSING (OPERATIONS AND SERVICES)	
Ex -council property buy-back, Farnham	Buy-back of a previously Council-owned property in Farnham sold under RTB.	Co-Portfolio Holder for Housing (Operations and Services)	Yes	Not before 21st Aug 2023	Executive Head of Housing Services	CO-PORTFOLIO HOLDER FOR HOUSING (OPERATIONS AND SERVICES)	
Housing Asset Management IT solution	Approval to procure IT software and to agree annual fees	Executive Co-Portfolio Holder for Housing Decisions	Yes	28 Sep 2023	Andrew Smith, Executive Head of Housing Services	CO-PORTFOLIO HOLDER FOR HOUSING (OPERATIONS AND SERVICES)	
New Build Housing Delivery - Godalming	To enter into contract to undertake the delivery of 4 new homes and associated works with relevant delegations to officers.	Executive	Yes	5 Sep 2023	Executive Head of Regeneration and Planning Policy	CO-PORTFOLIO HOLDER FOR HOUSING (DELIVERY)	Overview & Scrutiny - Resources

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Financial Outturn 2022/23, MTFP and HRA monitoring 2023/24	To note the position and make recommendations to Council as appropriate.	Executive	Yes	3 Oct 2023	Executive Head of Finance	PORTFOLIO HOLDER FOR FINANCE, ASSETS AND PROPERTY	RESOURCE S O&S
Land at Six Bells Roundabout (Monkton Lane)	The Executive to decide on preferred future use of the land.	Executive	Yes	3 Oct 2023	Robin Taylor, Executive Head of Organisational Development, Chris Wheeler, Executive Head of Environmental Services	PORTFOLIO HOLDER FOR ENVIRONMENT AND SUSTAINABILITY, PORTFOLIO HOLDER FOR FINANCE, ASSETS AND PROPERTY	
Waverley and Farnham LCWIP	To approve the Waverley and Farnham Local Cycling and Walking Infrastructure Plans (LCWIP).	Executive	No	3 Oct 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	3 Oct 2023	Executive Head of Assets and Property	PORTFOLIO HOLDER FOR FINANCE, ASSETS AND PROPERTY	

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St James Court, East St, Farnham - options [E3]	To consider options for the long term future of St James Court.	Executive	Yes	3 Oct 2023	Executive Head of Housing Services	CO-PORTFOLIO HOLDER FOR HOUSING (OPERATIONS AND SERVICES)	SERVICES O&S
Asset Transfer Policy and Asset Disposal at less than best consideration policy	To approve policies to enable the transfer of assets to Town and Parish councils.	Executive	Yes	3 Oct 2023	Executive Head of Assets and Property, Executive Head of Regeneration and Planning Policy	PORTFOLIO HOLDER FOR FINANCE, ASSETS AND PROPERTY	Overview & Scrutiny - Resources
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	3 Oct 2023	Executive Head of Regeneration and Planning Policy	PORTFOLIO HOLDER FOR PLANNING & REGENERATION AND ECONOMIC DEVELOPMENT	Resources O&S

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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	3 Oct 2023	Abi Lewis, Executive Head of Regeneration and Planning Policy	PORTFOLIO HOLDER FOR PLANNING & REGENERATION AND ECONOMIC DEVELOPMENT	Resources 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
Climate Neutrality Action Plan	<p>To endorse the updated CNAP (V.4) and note progress made during 2023.</p> <p>To review the financial summary and consider the proposal for a top up of the Climate Emergency Reserve at the next budget setting.</p>	Executive	Yes	3 Oct 2023	Executive Head of Organisational Development	PORTFOLIO HOLDER FOR ENVIRONMENT AND SUSTAINABILITY	Overview & Scrutiny Committee - Resources

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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
Equalities, Diversity & Inclusion Policy	To approve a corporate EDI Policy	Executive	Yes	3 Oct 2023	Executive Head of Organisational Development	PORTFOLIO HOLDER FOR COMMUNITY SERVICES, LEISURE AND EDI	Overview & Scrutiny - Resources
Corporate Strategy 2023-2027	To recommend a revised Corporate Strategy to Council.	Executive Council	Yes	3 Oct 2023 17 Oct 2023	Executive Head of Organisational Development	LEADER OF THE COUNCIL & PORTFOLIO HOLDER FOR POLICY, GOVERNANCE AND COMMUNICATION S	Overview & Scrutiny - Resources

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Solar PV for Leisure Centres	To consider a proposal for the installation of solar PV on Godalming and Haslemere leisure centre roofs.	Executive	Yes	3 Oct 2023	Richard Homewood, Executive Head of Regulatory Services	COUNCILLOR KIKA MIRYLEES, COUNCILLOR STEVE WILLIAMS	SERVICES O&S
Resourcing of Waverley Borough Council In-House Legal Services Function		Executive	Yes	3 Oct 2023	Susan Sale, Joint Executive Head of Legal & Democratic Services	LEADER OF THE COUNCIL & PORTFOLIO HOLDER FOR POLICY, GOVERNANCE AND COMMUNICATIONS	

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Economic Development Strategy review	To approve the revised Economic Development Strategy.	Executive Council	Yes	28 Nov 2023 12 Dec 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

The agenda for each Executive meeting will be published 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 Key Decisions 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].