

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 January, 2020 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 JOHN WARD (LEADER) | | | | | | |
| Pay Policy Statement | To make recommendations on the adoption of the Pay Policy Statement. | Council | No | February 2020 | Robin Taylor, Head of Policy & Governance | VFM & CS O&S |
| CORPORATE STRATEGY, POLICY & GOVERNANCE, BENEFITS & WELFARE, AND COMMUNICATIONS - CLLR PAUL FOLLOWS (DEPUTY LEADER) | | | | | | |
| Review of Governance arrangements | To make recommendations on changes to the Council's governance arrangements | Council | Yes | February 2020 | Robin Taylor, Head of Policy & Governance | STANDARDS |
| FINANCE, ASSETS AND COMMERCIAL SERVICES - CLLR MARK MERRYWEATHER | | | | | | |
| Property Acquisitions [E3] | To bring forward opportunities for approval as they arise | Executive | Yes | January 2020 | Peter Vickers, Head of Finance and Property | VFM & CS O&S |
| Budget Management [E3] | To seek approval for budget variations, if required. | Executive | Yes | January 2020 | Peter Vickers, Head of Finance and Property | VFM & CS O&S |

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| Property Matters [E3] | To seek approval of property matters as they arise. | Executive | Yes | January 2020 | Peter Vickers, Head of Finance and Property | VFM & CS O&S |
| Tax Strategy | To approve the revised Tax Strategy | Executive | Yes | January 2020 | Peter Vickers, Head of Finance and Property | VFM & CS O&S |
| Policy on consent for the use of common land and council owned land and property | To agree a policy on responding to requests for the use of common land and council owned land and property | Executive | Yes | January 2020 | Peter Vickers, Head of Finance and Property | ENVIRONMENT OS& O&S |
| General Fund Budget 2020/21 | To make recommendations on the General Fund Budget 2020/21. | Council | Yes | February 2020 | Peter Vickers, Head of Finance and Property | VFM & CS O&S |
| Capital Strategy 2020/21 | To make recommendations on the Capital Strategy 2020/21. | Council | Yes | 18 Feb 2020 | Peter Vickers, Head of Finance and Property | VFM & CS O&S |
| Property Investment Strategy | To recommend adoption of a revised Property Investment Strategy | Council | Yes | February 2020 | Peter Vickers, Head of Finance and Property | VFM & CS O&S |
| Medium Term Financial Plan 2020/21-2022/23 | To recommend the MTFP and General Fund Budget 2020/21. | Council | Yes | February 2020 | Peter Vickers, Head of Finance and Property | O&S committees |
| OPERATIONAL & ENFORCEMENT SERVICES - CLLR NICK PALMER | | | | | | |
| Car Parking Strategy | To recommend to Council the adoption of a new Car Parking Strategy. | Council | Yes | February 2020 | Richard Homewood, Head of Environmental Services | Environment O&S |

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| ENVIRONMENT AND SUSTAINABILITY - CLLR STEVE WILLIAMS | | | | | | |
| Pesticides Policy | To approve a policy on the use of pesticides on Waverley Borough Council land. | Executive | Yes | February 2020 | Richard Homewood, Head of Environmental Services | Environment O&S |
| Air Quality Action Plan | To note the AQ Annual Status Report 2019 and response from DEFRA, and to approve the revised AQ Action Plan. | Executive | Yes | April 2020 | Richard Homewood, Head of Environmental Services | Environment O&S |
| Electric Vehicle Charging Strategy | To approve an EV Strategy for Waverley | Council | Yes | February 2020 | Richard Homewood, Head of Environmental Services | Environment O&S |
| HEALTH, WELLBEING AND CULTURE - CLLR DAVID BEAMAN | | | | | | |
| Leisure Centre Investment, Cranleigh | To update and agree next steps. | Executive | Yes | February 2020 | Kelvin Mills, Head of Commercial Services | Community Wellbeing |
| Safeguarding Policy | Approval of the revised Safeguarding Policy | Council | Yes | April 2020 | Andrew Smith, Head of Housing Delivery and Communities | Community Wellbeing |
| HOUSING AND COMMUNITY SAFETY - CLLR ANNE-MARIE ROSOMAN | | | | | | |
| Responsive Repairs and Voids Contract [E3] | To agree the procurement of an interim contract | Executive | Yes | January 2020 | Hugh Wagstaff, Head of Housing Operations | HOUSING O&S |

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| HRA Business Plan 2020/21 to 2023/24 | To recommend the HRA Business Plan to Council. | Council | Yes | February 2020 | Hugh Wagstaff, Head of Housing Operations, Andrew Smith, Head of Housing Delivery and Communities | HOUSING O&S |
| PLANNING POLICY & SERVICES - CLLR ANDY MACLEOD | | | | | | |
| Local Plan Part II - Approval to Publish | Approval for publication | Executive, Council | Yes | February 2020 | Zac Ellwood, Head of Planning and Economic Development | Environment O&S |
| Local Plan Part II - Approval to submit | Approval to submit. | Executive, Council | Yes | June 2020 | Zac Ellwood, Head of Planning and Economic Development | Environment 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].

