

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.

Executive Forward Programme for the period 1st December, 2022 onwards

TOPIC	DECISION	DECISION TAKER	KEY	ANTICIPATED EARLIEST (OR NEXT) DATE FOR DECISION	CONTACT OFFICER	PORTFOLIO HOLDER	O & S
Local Planning Enforcement Action Plan	To approve the revised Local Planning Enforcement Action Plan	Executive	Yes	17 Jan 2023	Executive Head of Planning Development	Portfolio Holder for Enforcement, Operations and Brightwells, Portfolio Holder for Planning and Economic Development	SERVICES O&S
Sustainable Procurement Policy	To approve the policy.	Executive	No	17 Jan 2023	Executive Head of Finance	Portfolio Holder for Finance, Commercial and Assets	RESOURCES O&S

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Godalming Regeneration Project [E3]	To recommend to Council that a planning application is submitted and the method of delivery is approved.	Executive	Yes	7 Feb 2023	Executive Head of Regeneration and Planning Policy	Portfolio Holder for Finance, Commercial and Assets	RESOURCES O&S
Housing Revenue Account Budgetary Request	<p>To request that Executive approves an additional £125,000 capital budget to fund the delivery of the installation of Carbon Monoxide monitors in the HRA Housing Stock to meet regulatory requirements.</p> <p>To advise the Executive of future budgetary requests in relation to the domestic gas heating contract.</p>	Executive	Yes	17 Jan 2023	Executive Head of Housing Services	Portfolio Holder for Housing (Operations)	RESOURCES O&S

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Economic Development Strategy review	To approve the revised Economic Development Strategy.	Executive Council	Yes	Not before 1st Mar 2023 Not before 1st Mar 2023	Executive Head of Regeneration and Planning Policy	Portfolio Holder for Planning and Economic Development Portfolio Holder for Planning and Economic Development	RESOURCES O&S
Emergency Planning and Business Continuity Support	To seek approval for the appointment of a contractor to provide Emergency Planning and Business Continuity support for Waverley and Guildford Borough Councils and the development of further collaboration arrangements between Waverley and Guildford Borough Councils on Emergency Planning, business continuity and corporate health and safety.	Executive	No	17 Jan 2023	Executive Head of Regulatory Services	Leader of the Council and Portfolio Holder for Policy and Governance, Communications and Emergency Response	SERVICES O&S

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Private Sector Housing Enforcement Policy	To seek approval of a revised Private Sector Housing Enforcement Policy, updated to reflect changes in housing legislation.	Executive	Yes	17 Jan 2023	Executive Head of Regulatory Services	Portfolio Holder for Housing (Operations), Portfolio Holder for Enforcement, Operations and Brightwells	RESOURCES O&S
Use of Special Urgency Procedures	To note the use of the Special Urgency Procedures for the taking of key decisions.	Executive	Yes	17 Jan 2023	Executive Head of Legal and Democratic Services	Leader of the Council and Portfolio Holder for Policy and Governance, Communications and Emergency Response	RESOURCES O&S
Award of Leisure Management Contract [E3]	To award the Leisure Management Contract.	Executive	Yes	17 Jan 2023	Executive Head of Commercial Services	Portfolio Holder for Health, Wellbeing, Parks and Leisure	SERVICES O&S
Disposal of Council owned assets - Shared Ownership Homes, Ockford Ridge.	Report to seek approval to dispose of the three affordable shared ownership homes at Ockford Ridge, Godalming.	Executive	Yes	17 Jan 2023	Executive Head of Housing Services	Portfolio Holder for Housing (Delivery)	RESOURCES O&S

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Waverley and Farnham LCWIP	To approve the Waverley and Farnham Local Cycling and Walking Infrastructure Plans (LCWIP).	Executive	Yes	17 Jan 2023	Executive Head of Organisational Development	Portfolio Holder for Environment and Sustainability	SERVICES O&S
General Fund Budget 2023/24 and MTFP 23/24 - 25/26	To consider the budget and make recommendations to Council as appropriate.	Executive Council	Yes	7 Feb 2023 21 Feb 2023	Executive Head of Finance	Portfolio Holder for Finance, Commercial and Assets Portfolio Holder for Finance, Commercial and Assets	RESOURCES O&S
HRA Business Plan - Revenue Budget and Capital Programme 2023/24	To consider the budget and make recommendations to the Council as appropriate.	Executive Council	Yes	7 Feb 2023 21 Feb 2023	Executive Head of Finance	Portfolio Holder for Finance, Commercial and Assets Portfolio Holder for Finance, Commercial and Assets	RESOURCES O&S

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Capital Strategy 2023/24 - Incorporating Treasury Management and Asset Management Investment Strategy	To consider the strategy and make recommendations to Council as appropriate	Executive Council	Yes	7 Feb 2023 21 Feb 2023	Executive Head of Finance	Portfolio Holder for Finance, Commercial and Assets Portfolio Holder for Finance, Commercial and Assets	RESOURCES 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	Executive Head of Housing Services	Portfolio Holder for Housing (Delivery), Portfolio Holder for Planning and Economic Development Portfolio Holder for Planning and Economic Development, Portfolio Holder for Housing (Delivery)	SERVICES O&S

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Air Quality Action Plan Update and development of Clean Air Strategy	To agree the updated Air Quality Action Plan and Clean Air Strategy.	Executive Council	Yes	7 Mar 2023 21 Mar 2023	Executive Head of Regulatory Services	Portfolio Holder for Environment and Sustainability Portfolio Holder for Environment and Sustainability	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	7 Mar 2023	Executive Head of Housing Services	Portfolio Holder for Housing (Operations)	SERVICES O&S
Cranleigh Business Improvement District (BID) - draft business case [E3]	To consider the draft business case for the Cranleigh 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 June 2023.	Executive	Yes	6 Jun 2023	Executive Head of Regeneration and Planning Policy	Portfolio Holder for Planning and Economic Development	RESOURCES O&S

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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.	Council Executive	Yes	July 2023 July 2023	Executive Head of Finance	Portfolio Holder for Finance, Commercial and Assets Portfolio Holder for Finance, Commercial and Assets	RESOURCES O&S
Property Matters - Haslemere High Street property acquisition [E3]	To approve the acquisition.	Executive	Yes	Not before 1st Jun 2023	Executive Head of Assets and Property, Executive Head of Regeneration and Planning Policy	Portfolio Holder for Finance, Commercial and Assets	RESOURCES O&S
Farnham Park - SANG land (Hale Road) [E3]	To consider the designation.	Executive	Yes	Not before 1st Jun 2023	Executive Head of Assets and Property, Executive Head of Regeneration and Planning Policy	Portfolio Holder for Finance, Commercial and Assets	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). 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].